

GRANVILLE COUNTY
APPROVED BUDGET



FISCAL YEAR 2017-2018

As Prepared By:

Granville County Administration/Finance
141 Williamsboro Street
Oxford, North Carolina 27565

Table of Contents

	Page		Page
I. Manager's Message			
II. Guidelines & Overview		IX. Education	
Reader's Guide	1	Vance-Granville Community	
Budget Calendar	2	College	93
History of Granville County	3	Granville County Schools	94
Commissioner's District Map	4		
Fund Structure	5	X. Public Safety	
Cash Management and		Sheriff	97
Investment Policy	6	Detention Center	100
Basis of Budgeting	11	Emergency Communications	102
		Animal Control	104
III. Summary of Positions - Pay and		Emergency Management	106
Classification Plan	12	Fire Services	108
Changes in Pay & Class	19	Forestry Administration	111
Plan for FY 17-18		Other Emergency Services	112
IV. Long-term Planning		XI. Area Projects and	
Budget Planning Process	22	Other Appropriations	
		Special Appropriations	113
V. Summary of Revenues,		Non-Departmental	116
Expenditures and Fund Balances		Pass Through Funds	118
General Fund Revenues	25		
General Fund Expenses	32	XII. Contributions to Other Funds	120
Other Funds Rev. & Exp.	36		
		XIII. Contingency	121
VI. General County Government			
Organizational Chart	34	XIV. Special Revenue, Capital, Enterprise,	
Governing Board	35	And, Internal Service Funds	
Administration	37	Emergency Telephone System	122
Information Technology	39	R. H. Thornton Library Memorial	124
Human Resources	40	Storm Water Services:	125
Finance	42	Soil & Water	127
Internal Auditing	44	Solid Waste Management	129
Board of Elections	46	Landfill Operations (C&D/MSW)	131
Register of Deeds	48	Convenience Centers	133
Tax Administration	50	County Health Plan	134
General Services and			
Court Facilities	52	XV. Budget Ordinance	
		Budget Ordinance	135
VII. Human Services		County Health Plan Ordinance	140
Social Services	54		
Veterans Services	67	XVI. Appendixes	
Health & Medical Service	69	Summary of Approved Service	141
Senior Services	71	Expansions	
		Glossary	142
VIII. Community Services		County Statistics	149
Library System	73	Revaluation Reserve Summary	169
Cooperative Extension	76	School Restricted Capital Reserve	170
Recreation	79	Summary of 2017-2018 Debt	171
Granville Athletic Park	81	Current and Future Debt Schedules	173
Economic Development	83	Debt & Reserve Policies	174
Tourism	85	Vehicle Replacement Schedule	177
Development Services:	86	County Contacts	178
Inspections	87	Fee Schedule	180
Planning	88		
		Service Expansion Requests	

SECTION I

Budget Message



- Conservatively estimate revenues and expenditures to avoid expectations of performance that are not realistic;
- Create an atmosphere where efforts to “spend down” during the fiscal year are discouraged;
- Present a budget that maintains the current level of programs and services provided by County departments to the public without a reduction unless those reductions are caused by State or Federal reductions.
- Present a budget that re-evaluates all expenditures in order to offset projected losses in revenues so that in light of the current economic conditions a tax increase is not needed for general government operations, but allows for policy review and potential service reductions or expansions based on other policy directives.
- Present a budget that does not supplant funding cuts by the State or Federal governments, but instead reduces those programs and informs the public of the associated impacts.

The budget team prepared this document to meet these goals. In spite of increasing costs of operations, the proposed fiscal year 17-18 budget maintains all County programs and services at the current tax rate of \$0.88 per \$100 of valuation. This level tax rate is accomplished by decreasing expenditures and using fund balance where appropriate to close the revenue/expenditure gap.

The service expansion budget consists of expenditures that generally “change” something about the operation. Examples include new positions, new equipment (not just replacement), new programs, acceptance of various grants, and initiatives to address employee compensation and cost of living adjustments. Funding all service expansions will require more than \$6 million dollars in additional General Fund revenue. The Board may wish to consider other sources of revenue to fund some of these additional services. Some of the initiatives may appropriately be considered for partial funding, future funding, or be incorporated into an overall plan, such as the Capital Improvement Program or Recreation Master Plan.

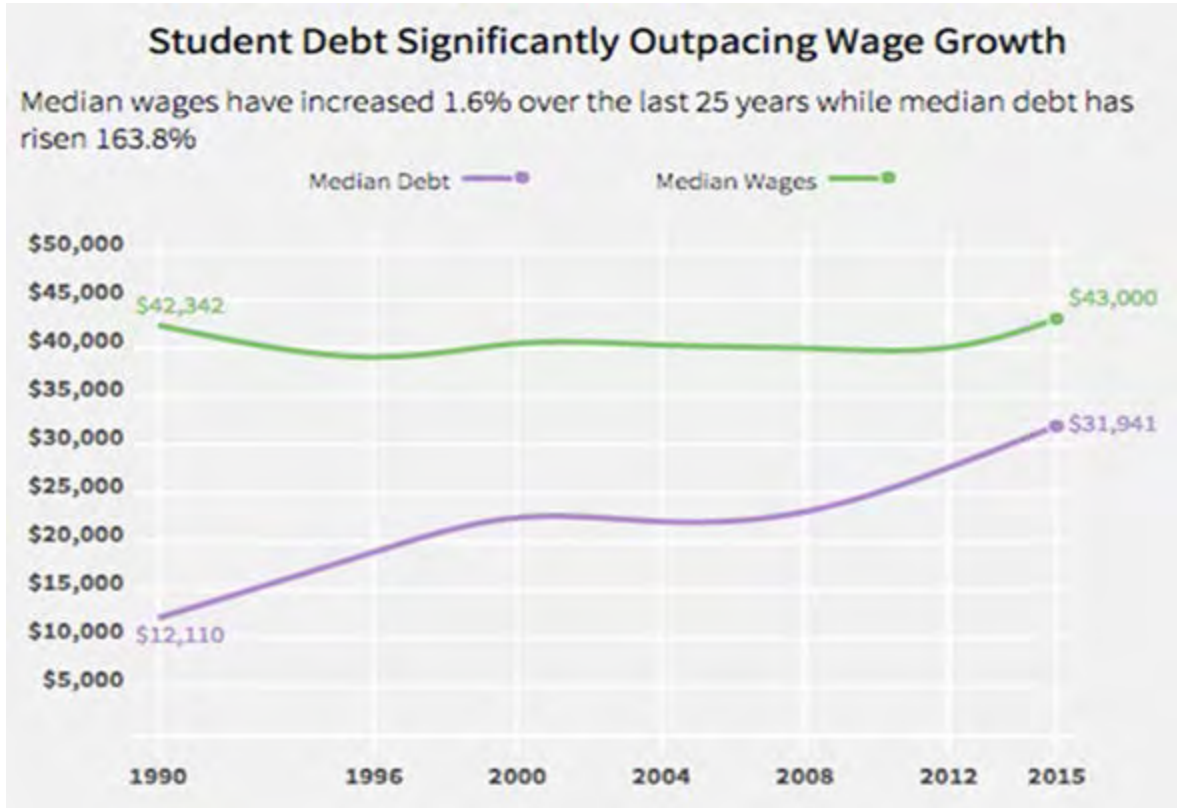
State and National Economic Outlook

Over the past several years, the Granville County Board of Commissioners has made additional investments in the areas of Public Safety, Health and Human Services, and Community Services to meet the needs of the community. The Board of Commissioners has also worked closely with the Granville County Board of Elections to address the ever increasing regulations associated with the election process and with the Board of Education to address the needs of our public education system. Even with these tremendous efforts there continues to be increasing needs in almost every functional area of local government. Areas such as Education and Health and Human Services are directly affected by the State and National economy.

Conditions impacting the State, Local, and National economy continue to evolve every day. As stated by the Center for County Research Division of the North Carolina Association of County Commissioners, “During the final quarter of 2016 many economists predicted sluggish but steady growth. And perhaps even slower growth in early 2017. This view was driven by:

- Instability in global leadership, with four of five key western economies replacing their heads of state;
- Weakness in developing economies;
- A strong dollar, which lessens our ability to trade;
- Long awaited interest rate increases; and
- A belief that the US economic recovery must be near an end, with now 90 straight months of growth.

Others also suggested that student loan debt and income inequality (or the lack of income in the bottom quarter of wage earners) are substantially limiting taxable consumption.



These factors continue to exist, and are expected to have a continuing impact on the global economy. For example, Reuter’s worldwide survey of economists, conducted in December 2016, concludes that, “The economic outlook ... looks similar to 2016 – uneven and unspectacular.” This, they note, is “despite investor optimism about a breakout for the world economy.” Wells Fargo economists see global GDP growing about 2.2%.

Professor John Connaughton, from the Belk College of Business at UNC Charlotte, sees this as the likely trend for North Carolina as well. He suggests that our Gross State Product (GSP) growth for 2017 will be in the neighborhood of 2.0%. This is only very slightly ahead of the expected 1.9% final GSP growth rate for 2016.

However, there is some belief that regulatory and tax changes driven by Washington could help extend and improve growth nationally for a good part of 2017. Items that could improve near term growth include potential tax reductions, as well as reduced environmental and financial regulatory controls. Repeal of Executive Orders around immigration and student debt affordability could negatively impact the economy. The repeal and potential replacement of the Affordable Care Act could have both positive and negative impacts on our local economies. Of course any erosion of Social Security payments and Medicare coverage would disproportionately impact rural communities. None of these possibilities are included in the current economic models.”

Overview of the Budget

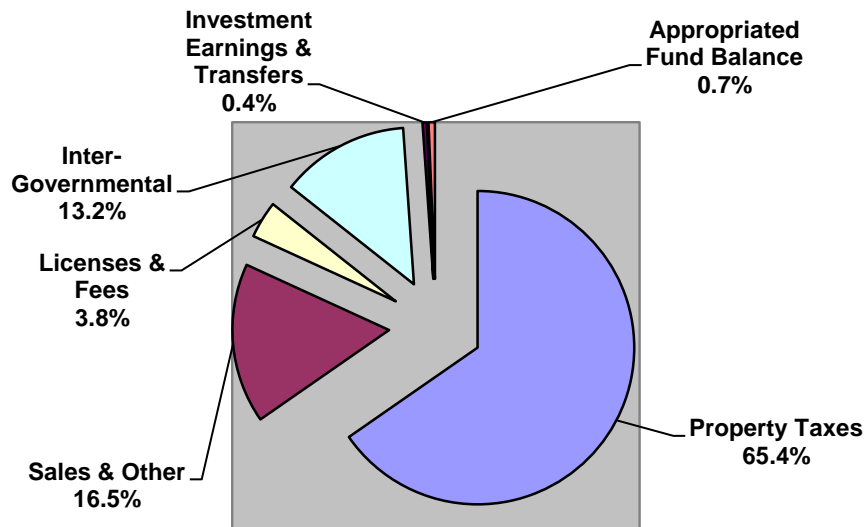
The recommended budget reflects both the strength of the County from a financial perspective and the significant challenges that the Board faces.

- Much of the work in preparing the recommended budget focused on critically evaluating all revenues and expenditures in an effort to adjust to the current and predicted economic conditions.
- The recommended budget continues funding for the maintenance of County facilities as well as all current County provided programs and services.
- The estimated tax base of \$4,527,466,988 for fiscal year 2017-2018 is projected to provide revenues of \$39,514,833 at the recommended tax rate of \$0.88 for each \$100 of assessed valuation assuming a 99.18% collection rate. The tax collection rate compared to last year raised slightly by 0.34%. This was due to the Tax Department staff's continued efforts to collect tax revenues timely and the full implementation of the Tax & Tag program for motor vehicles.
- The recommended budget appropriates \$400,000 from restricted fund balance to fund Revaluation Expenditures in order to maintain current levels of County provided programs and services without an increase in the tax rate.

General Fund

The majority of the general governmental activities are accounted for in the General Fund. The following bullets provide a summary of the significant changes featured in this budget:

- The employer portion of retirement contribution increased to 7.50% from 7.25%.
- Revenues and expenditures are balanced in accordance with North Carolina General Statutes. The budget recommends appropriating \$400,000 in restricted fund balance to fund revaluation expenditures. Total recommended revenues, including appropriated fund balance, are \$60,892,318. (See the Chart below)
- Granville County continues to monitor education funding and results. Education funding in the recommended budget includes a 2%-2.25% inflationary adjustment recognizing the Board of County Commissioners commitment to education funding.
- Health Insurance premiums for employees during fiscal year 17-18 are recommended to remain at the same level as the current fiscal year in spite of an estimated claims cost increase of approximately \$190,000.



- The following table shows the historical tax rate, including the tax rate at the same period in the octennial revaluation (eight years ago) of \$0.825.

Fiscal Year	Tax Rate	Octennial Revaluation Year
2008-2009	\$0.755	7
2009-2010	\$0.825	8
2010-2011	\$0.795	1
2011-2012	\$0.795	2
2012-2013	\$0.795	3
2013-2014	\$0.830	4
2014-2015	\$0.830	5
2015-2016	\$0.830	6
2016-2017	\$0.880	7
2017-2018	\$0.880	8

- Collection efforts within the Tax Department over the last fiscal year have continued and the collection rate has increased by 0.34% from 98.84% to 99.18%. Collection rates are anticipated to remain fairly level for the coming fiscal year due.
- Sales and Other Related Taxes are expected to increase by \$1,311,236 (15%) over the fiscal year 16-17 amended budget. A significant portion of this increase is related to the Article 44 sales tax. This sales tax did not have a basis for accurate estimation in fiscal year 16-17. Sales tax revenues continue to improve and forecasts report continued growth over the next few years.
- Licenses, Fees, and Other Revenues are expected to remain flat when compared with the fiscal year 16-17 approved budget.
- Restricted and Intergovernmental Revenue is expected to decrease \$492,401 from the fiscal year 16-17 amended budget due to weaker estimates of grant revenues from the Federal and State governments. This category changes the most throughout the year based on the availability of grants during the year.
- Investment earnings are expected to increase when compared to the prior year's approved budget due to improving interest rates.

- The recommended budget appropriates \$400,000 in restricted fund balance. Fund balance is estimated to be 52% of expenditures as of June 30, 2017. Based on the fiscal year 17-18 recommended budget, the fund balance is projected to be 54% of expenditures as of June 30, 2018 which is above the County's targeted range of 30% - 35%.

General Fund Expenditures

Overall, County departments maintained their operational budgets as compared to the fiscal year 16-17 approved budget while maintaining their current level of programs and services. Of departments that had increases, they were mostly due to increases in payroll and benefit costs and operational needs such as maintenance contracts. In departments with small budgets, the increase in personnel costs could not be offset enough by other cuts and sometimes resulted in an increase in the overall department budget.

Meetings were held with departments and each line item was reviewed with the Department Managers. Department Managers did an excellent job of critically reviewing and evaluating each expenditure in their budget. The following is a brief summary of the functional areas.

County Administrative Departments

Departments which comprise General County Government activities showed an average decrease of 1.98% in operational expenditures from the fiscal year 16-17 amended budget. This decrease is due primarily by a decrease in expected costs to conduct elections in fiscal year 17-18. If you remove the Elections Department decrease from the comparison, the General County Government activities increased by an average of .8%.

Human Services Departments

The Health and Human Services area of the budget increased an average of 1.2% when compared to the fiscal year 16-17 amended budget. Funding increases in the Health and Medical portions of the budget account for the increase within this classification of the budget.

Community Services

Community Services averaged a 3.0% increase when compared to the prior year's approved budget. Personnel expenditures in the Inspections Department account for the most significant portion of the increase within this budget classification.

Education

The Public School System's budget and the budget for Vance-Granville Community College appear to be relatively consistent with last year, however when adjusted for one-time funding increases included in the fiscal year 16-17 budget and adjustments for the 2.5% reduction in debt service, this category nets out a 2% funding increase from the previous year. Additional requests for operating and capital expenses for VGCC and Granville County Schools are included in the service expansion budget.

Public Safety

Public Safety Department's operational expenditures remained flat from the fiscal year 16-17 amended budget with the exception of Emergency Management. Typically, Emergency Management is able to acquire grant funding during the year, so it is best to compare this budget with the previous year's original budget. Based on this comparison, the Public Safety functional area increased .5% primarily due to merit pay adjustments to salaries. Fire Department funding continues the normal programmed increase related to tax value growth, which is 3.27%.

Area Projects & Other Appropriations

The amount budgeted for Special Appropriations remains consistent with the fiscal year 16-17 budget. Several outside agencies have requested new funding and their requests are included as service expansions.

Non-departmental expenditures show a 34.9% increase from the fiscal year 16-17 amended budget, due to funding for Revaluation and Service options included in the fiscal year 17-18 recommended budget.

Pass-through funds show a decrease of 8% when compared to the previous year amended budget due to weaker grant projections from the State and Federal governments.

Contributions to Other Funds

The proposed budget for this cost center shows a significant decrease from the previous year amended budget due to one-time contributions budgeted in fiscal year 16-17. The only transfer shown for fiscal year 17-18 is to the Tourism Development Authority.

Contingency

The Contingency appropriation is \$280,000. No changes were made to general contingencies. The fiscal year 17-18 recommended budget includes a \$100,000 contingency for unanticipated school facility repairs.

Other Funds

Emergency Telephone System Fund (ETSF)

This fund continues to change due to rules from the State 911 Board regarding the allowable expenditures of the E-911 telecommunications surcharges. The Fund expenditures are budgeted at \$388,482.

R.H. Thornton Library Memorial Fund

This fund is a special revenue fund used to account for the receipts from donations and disbursements made on behalf of the Granville County Library System. The fund is budgeted at \$20,000.

Solid Waste Management – C&D and MSW Landfills

The budget provides \$1,397,607 for operation of the Municipal Solid Waste (MSW) Landfill. Tipping fees are programmed at \$40/ton for in-County and out-of-County waste.

Solid Waste Management – Convenience Centers

The budget for the operation of the Convenience Centers is \$1,317,750.

Stormwater Management

The budget continues the Stormwater Management Operations fund to provide services related to the State mandated Falls Lake Rules. The fund is budgeted at \$361,287.

Summary

This fiscal year 2017-2018 Recommended Budget continues current operations and maintains the Ad Valorem tax rate at the prior year's level. The local and state economies in fiscal year 17-18 and the actions of the State and Federal government will be important factors in the performance of this budget. The North Carolina General Assembly continue to delve into local government issues that historically have been left to local elected officials to decide.

Granville County continues to face many funding issues in areas, such as Education, Public Safety, and Public Health in the coming year. The Granville County Board of Commissioners has prepared for tough times by managing its resources well and has acted responsibly in its efforts to maintain services to its citizenry.

Department Managers did an outstanding job of analyzing and compiling budgets that met the expectations of the Board of Commissioners. They deserve many thanks and tremendous admiration. The people working for Granville County take pride in providing efficient and effective services that make life better for others. They continue to prove their dedication to the citizens of Granville County each and every day. They are truly special people who care about their community.

Putting together a budget is a tremendous effort. The Finance Department, under the leadership of Steve McNally, did an outstanding job in creating an informative and functional document that serves as a management tool and an outline from which to debate policy. Also a very special thanks to Debra Weary and Patrice Wilkerson for their support and for making sure that the business of the County continued while many County employees completed the efforts to compile this recommended budget.

Respectfully submitted,

Michael S. Felts

Michael S. Felts, County Manager

SECTION II

Guidelines & Overview



READER'S GUIDE

Thank you for your interest in the fiscal year 2016-2017 Annual Budget of Granville County, North Carolina. This reader's guide will provide you with some useful information, which may assist you as you review this document. This budget serves as a policy document from the County Commissioners, a financial plan and operations guide for the County Administration, and a communication device for the departments of the County and the Granville County constituents. The information in this document is designed to assist you, the reader, in understanding how your local county government provides services and manages the resources of Granville County.

On the first page of this document you will find a Table of Contents. Each section of the document is separated by the categories identified in the bold face type for your quick reference. Within each section you will locate information about individual departments and their budgets. Other information on these pages includes the department's organizational structure, highlights of last year's accomplishments, and goals for the upcoming year.

The first five sections of the document provide an overview of the budget process, assumptions used to develop the budget, specific problems faced in developing this budget, the County's financial condition, and a summary of the fiscal year 2016-2017 Budget. Sections six through thirteen provide detail information related to the operation of the general fund budget, section fourteen contains detail information about special revenue, capital, and enterprise funds. Section fifteen contains the actual budget ordinance. The next two sections (sixteen and seventeen) contain historical and current information about the County. A glossary can be found in section sixteen of this document for your reference.

Commonly used acronyms:

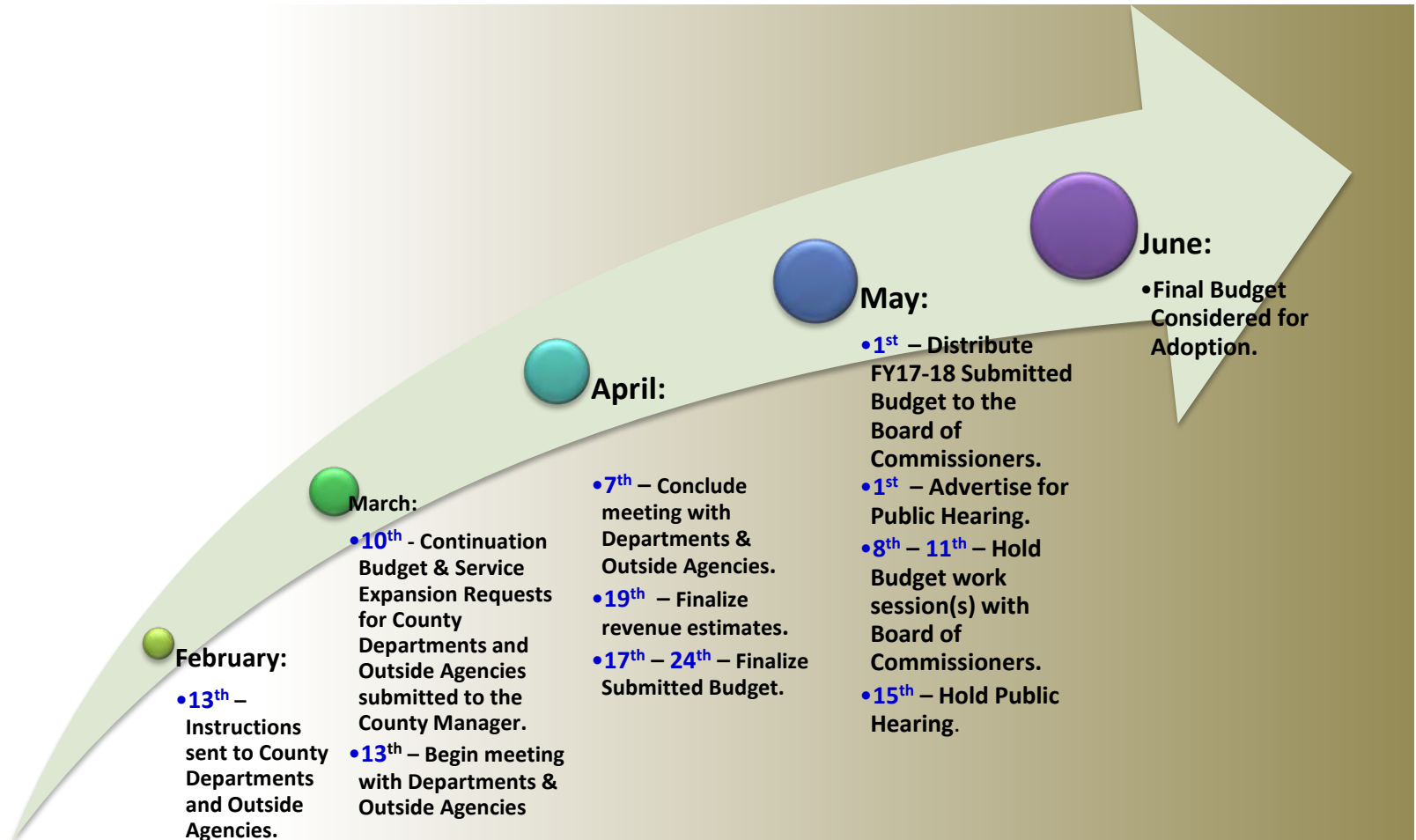
ADM: Average Daily Membership (student attendance)
C&D: Construction and Demolition (denotes type of Landfill)
CAFR: Comprehensive Annual Financial Report
CDBG: Community Development Block Grant
G.S.: General Statutes
GAP: Granville Athletic Park
GAAP: Generally Accepted Accounting Practices
GFOA: Government Finance Officers Association
GIS: Geographical Information System
GHS: Granville Health System

GO Bond: General Obligation Bond
HVAC: Heating, Ventilating, and Air Conditioning
JCPC: Juvenile Crime Prevention Council
LGBFCA: Local Government Budget and Fiscal Control Act
MSW: Municipal Solid Waste (denotes type of landfill)
ROAP: Rural Operating Assistance Program
SGWASA: South Granville Water and Sewer Authority
VGCC: Vance Granville Community College

The Granville County Board of Commissioners reviews the fees charged to offset the cost of operations during the budget process. The fee manual is presented as a separate document and included as an appendix of the budget document in section sixteen along with County Contacts.

We believe you will find useful and valuable information within this document about the operation and fiscal management of Granville County. If you have any suggestions or comments please feel free to contact us at www.granvillecounty.org or at any of the phone numbers listed for the Administration or Finance Departments.

Granville County Government Budget Calendar Fiscal Year 2017 - 2018



HISTORY AND DESCRIPTION OF GRANVILLE COUNTY

Granville County was founded in 1746. It is located in the northeastern Piedmont and encompasses an approximate area of 532 square miles. The County Seat of Oxford is located approximately 40 miles northwest of Raleigh, the state capital, on a section of Interstate 85, which opened in January 1972.

The County is bound on the north by the Virginia State line, on the west by Person and Durham Counties, on the south by Durham and Wake Counties and on the east by Vance and Franklin Counties. The topography is gently rolling in the southern portion of the County to rolling in the northern portion of the County.

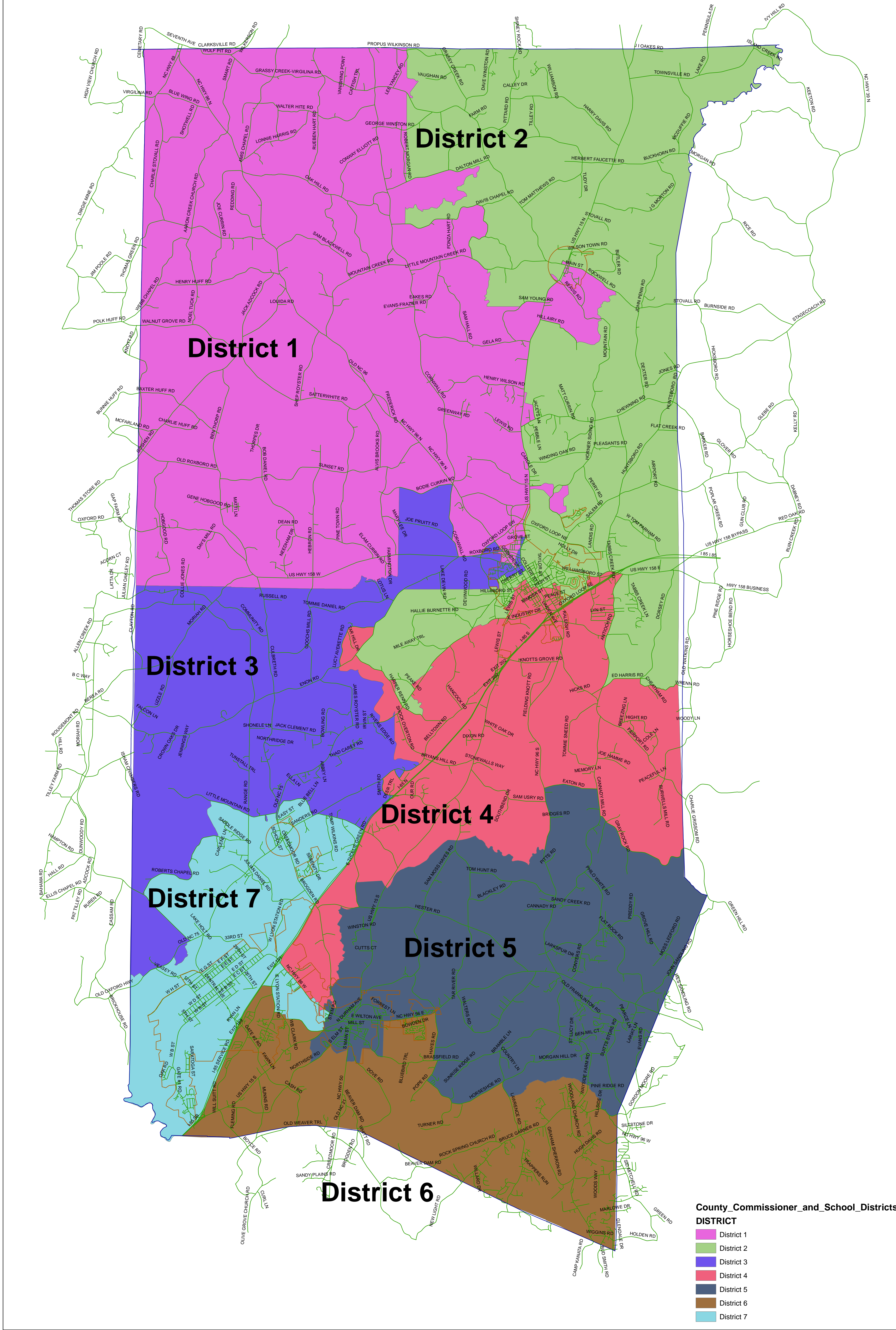


There are five municipalities within the County: Oxford, Butner, Creedmoor, Stovall, and Stem. The City of Oxford serves as the County Seat. The County's newest municipality, situated in the southwestern portion of the County is the Town of Butner, which was formerly governed by the State until its incorporation on November 1, 2007. The Town of Stem recently celebrated its centennial on February 28, 2011.

In 1984, the County adopted the commissioner-manager form of government. The governing body is a seven-member Board of Commissioners elected by individual voting districts with staggered four year terms. The County Manager is designated as chief administrator of the County Government, and is responsible to the Board of Commissioners for administering all departments under the Board of Commissioners' general control. The Board of Commissioners holds policy-making and legislative authority and is responsible for adopting the budget and appointing the County Manager. The Manager is responsible for implementing the policies, managing daily operations and appointing department heads.

The County provides for its citizens a wide range of services that include public safety, sanitation, health and social services, cultural and recreational activities, and general administration. This report includes all the County's activities required to maintain these services. The County also extends financial support to certain boards, agencies and commissions to assist their efforts in serving citizens. Among these are the Granville County Board of Education, Five County Mental Health Authority, Granville-Vance District Health Department, Vance-Granville Community College, and the Kerr Tar Regional Council of Governments.

GRANVILLE COUNTY DISTRICT MAP



County Commissioner and School Districts

DISTRICT

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7

GRANVILLE COUNTY FUND STRUCTURE

Governmental funds are used to account for Granville County's general governmental activities. Governmental funds include:

General Fund- The General Fund is the general operating fund of the County. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue resources are ad valorem taxes, sales taxes, Federal and State grants and various other taxes and licenses. The primary expenditures are for education, human services, public safety and general government services.

Special Revenue Fund- Special Revenue Funds account for specific revenue sources (other than expendable trusts or major capital projects), that are legally restricted to expenditures for specified purposes. The County maintains three Special Revenue Funds: Emergency Telephone System Fund, CDBG Grant Fund, and the R.H. Thornton Library Fund.

Capital Projects Funds- Capital Projects Funds account for financial resources to be used for the acquisition and construction of major capital facilities (other than those financed by enterprise funds and trust funds). Currently, the County maintains [two](#) Capital Project Funds: [Greenway Fund and the Granville Central High School Expansion Fund](#).

Enterprise Funds- Enterprise Funds account for those operations financed and operated in a manner similar to a private business where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that the periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Granville County has two Enterprise Funds: Solid Waste Operations and Storm Water Management.

GRANVILLE COUNTY
CASH MANAGEMENT AND INVESTMENT POLICY

This Cash Management Policy establishes a written plan for the handling of County funds. This policy applies to all cash accounts except authorized petty cash accounts. This policy applies to all transactions involving the financial assets and related activity of all the various funds accounted for in the County's Annual Financial Report. Deferred Compensation (457) Plans and 401-K Retirement Funds are not subject to this policy. These funds are covered under different General Statutes and or contractual agreements.

The objectives of this plan are to provide safety and liquidity of money and at the same time optimize investment earnings on idle funds. The criteria ranked in order of importance for investing the County's funds are: (1) investments must be secure such that the principal amounts of the County's portfolio are preserved (safety); (2) the liquidity of an investment shall be a conditional consideration of its appropriateness (liquidity); (3) the yield shall be sufficient to provide a fair market rate of return on the investment (yield). This policy will also address cash receipts, mobilization, investments, disbursements, and monitoring of the policy.

In addition to establishing a cash management and investment policy, the Finance Director shall implement a series of internal controls which are designed to prevent losses of public moneys arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by employees and officers of the County. The Finance Director will ensure, whenever possible, separation of duties of all financial transactions throughout the County.

RESPONSIBILITY

In accordance with North Carolina General Statutes, the Finance Director is designated as the Investment Officer of Granville County and is responsible for the County's financial assets. The Financial Officer is responsible for investment decisions and activities and shall develop and maintain written administrative procedures for the operation of the cash management and investment program. In order to promote the efficiency of investment duties and related activities, the Finance Director may designate one or more members of the office staff to assist in the performance of functions of cash management and investing.

Investments shall be made with judgment and care under the circumstances then prevailing, in the same manner of prudence and discretion that would be exercised in the management of one's own personal affairs. The primary objectives of cash management are safety and liquidity, followed by the objective of obtaining a market rate of return reasonable under the circumstances. The Finance Director when acting "prudently" in accordance with North Carolina General Statutes, written procedures, and exercising due diligence, shall be relieved of personal responsibility for an individual security credit risk

or market price change, provided deviations from expectations are reported to the Manager and County Board in a timely manner and appropriate action is taken to control adverse developments.

The Finance Director shall be responsible for filing any claims for reimbursements to the state or any other governmental agency. The Finance Director shall also be responsible for all reports of a financial nature.

The Finance Director shall furnish a mid-year financial report on all revenues, expenditures and fund balances to the Manager and County Board. Budget updates and expenditures reports will be made each month.

ETHICS AND CONFLICTS OF INTEREST

The Finance Director and other employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. The Finance Director and Finance Department employees shall disclose to the Manager any material interests in financial/investment positions that could be related to the performance of the County's portfolio. This disclosure need not include normal banking or brokerage relationships that are at normal market rates and conditions available to the general public.

Further, any member of the County Board must disclose his or her interest in financial institutions that conduct business with Granville County, but only if the interest is deemed material. Material interest is defined as owning 10% or more of the stock of a financial institution, or having significant managerial influence (e.g., a member of the institution's board of directors) over the financial institution.

CASH RECEIPTS

The main objective of cash receipts is to collect amounts due as quickly as possible, to provide secure handling of cash receipts and to expedite movement of receipts to interest-earning accounts and investments.

G.S. 159-32 allows an exception to daily deposits when the moneys on hand amount to less than \$250. Cash deposits shall be made daily. Any funds taken in for that day will be deposited if the total amount on hand is over the designated \$250. All deposits made will either be made by the Finance Director or reported to the Finance Director immediately in the form of a duplicate deposit slip bearing a bank teller stamp.

Any adjustments or corrections due to either overpayment or underpayment will be made after the money has been deposited. Deposits will not be delayed for errors of this

type on regular receipts. If there is an error in the deposit amount, then the correction will be made by the Bank.

All moneys received from the State shall be received through the Governmental Moneys Transfer System where applicable and deposited directly into the County's account.

There will be a \$25 fee on any returned check, or as stipulated in the County's approved Fee Manual.

DEPOSITORIES

The Governing Board has authorized BB&T of Oxford, North Carolina as the central depository. The County will maintain a minimum of two accounts in this bank. One checking account shall be an interest bearing flexible spending account and another will be an interest bearing checking account. In addition to BB&T, the Board has authorized other banking institutions using the pooled collateralization method and operating a local branch, for investment purposes. The Board has also authorized the North Carolina Capital Management Trust Company for investment purposes. This list may be changed at the Governing Board's discretion.

If the County invests any money with one or more financial institutions that operate under the Dedicated Method it will be the duty of the Finance Director to ensure that deposits in excess of deposit insurance coverage are adequately collateralized. The Finance Director shall request and receive timely confirmations of collateral pledges by these institutions. The Finance Director shall be responsible for obtaining custody and providing safekeeping of securities and deposit certificates according to G.S. 159.30(d). All securities purchased by the County shall be delivered (or book-entered) to the County's custodian and placed in the County's name. Banks that operate under the pooling method already have their collateral monitored by the State Treasurer.

MOBILIZATION

When daily deposit reports have been received, the Finance Director, or designee, shall review the deposits and disbursements made on that day to determine the amount of money available for investment.

Eligible investments shall be limited in accordance with North Carolina G.S. 159-30 to those authorized for local governments in North Carolina and approved by the Local Government Commission. These investments shall be limited to Certificates of Deposit with approved banks, and the North Carolina Cash Management Trust, as well as interest earning checking accounts. The Finance Director shall select investments on the following basis:

- 1) The maturity of the investment should coincide with the needs of the County to meet short-term and long-term obligations.
- 2) The rate of interest should be at least equivalent to the average rate of return available in the market place, while still ensuring safety and liquidity.

The Finance Director shall be responsible for obtaining custody and providing safekeeping of securities and deposit certificates according to G.S. 159-30(d). All securities purchased by the County shall be delivered (or book-entered) to the County's custodian and placed in the County's account in the County's name. The custodial agent will promptly provide the County with a custody receipt. All such custodial agreements shall be between the County and the custodian, and in the County's name. Certificates of deposit purchased by the County shall be delivered to the Finance Director for safekeeping.

MONITORING

The Finance Director shall constantly monitor the investment portfolio and make adjustments as necessary. If investments are to be made the Finance Director shall institute a bidding process as follows:

- 1) Approved financial institutions shall be contacted informing them of the amount to be invested and the desired length of investment. All bidding institutions must contact the Finance Director by 11:00 a.m. on the investment date with quoted interest rates. The Finance Director shall be responsible for equitable comparison of bids since some may be quoted on a 365-day basis.
- 2) In the event of matching bids, the financial institutions will be contacted, notified of similar bids and asked if an upset bid would be placed. If no upset bid is placed then the County will choose the institution that holds the lowest amount of County funds.
- 3) All bids will be recorded by the Finance Director. These records will be maintained and on file for six months.

CASH DISBURSEMENTS

The Finance Director shall expend the County moneys pursuant to G.S. 159-28(b).

All obligations of the County will be paid by the due date. The Finance Director shall pay bills in order to take advantage of each vendor's payment practices. A decision will be made whether or not the discount for cash is more beneficial than payment on the

billings due date. The Finance Director shall periodically review the disbursement cycle and changes shall be instituted if the disbursement cycle can be extended.

Attempts will be made to consolidate payments to one vendor. All checks shall be mailed after 1:00 p.m. on Monday following the Thursday check run provided the afternoon mailing will not result in missing the discount or payment dates.

The Finance Director shall constantly review supplier contracts to ascertain whether or not the County is paying only for goods and services received or rendered.

Payroll for the County will be made in accordance with the payroll schedule as provided annually by the Finance Department, in accordance with the Granville County Personnel Ordinance.

All checks must have dual signatures, the Finance Director and another employee as authorized by the Granville County Board of Commissioners.

BASIS OF BUDGETING

During the year, all funds of the County are accounted for on the budgetary basis, which is the “modified accrual” basis of accounting (refer to glossary). Encumbrances are not utilized as a management control technique as the County is not required by law to do so. Revenues are recognized when they become measurable and available as net current assets to be used to pay liabilities of the current period. Primary revenue sources treated as susceptible to accrual under the modified accrual basis include intangible and sales taxes which are considered “measurable” when both due and in the hands of the County or intermediary collecting governments, interest, and federal and state financial assistance.

Expenditures are generally recognized when the related fund liability is incurred. Capital outlays and payments of principal on long-term debt are considered to be expenditures. Depreciation is not considered to be an expenditure and interest on long-term debt is recognized only when paid.

All Proprietary Funds are converted to the accrual basis of accounting at year-end. Under the accrual basis, revenues are recognized when they are earned, regardless of the measurement and availability criteria used in the modified accrual basis. Expenses are recognized when they are incurred. The conversion generally involves the accrual of interest expense and compensated absences, the provision for depreciation expense, and adjusting capital outlays and debt service outlays, including issue costs, to the accrual basis. Agency Fund assets and liabilities are accounted for on a modified accrual basis.

Governmental Fund Types are accounted for on a spending, or “financial flow” measurement focus. Governmental Fund Types operating statements represent increases and decreases in net current assets. Their reported fund balances are considered a measure of available spendable resources. Proprietary Fund Types are accounted for on a cost of services, or “capital maintenance” measurement focus. Proprietary Fund Types income statements represent increases and decreases in net total assets.

AMENDMENTS TO THE BUDGET ORDINANCE

Except as otherwise restricted by law, the governing board may amend the budget ordinance at any time after the ordinance’s adoption in any manner, so long as the ordinance, as amended, continues to satisfy the requirements of G.S. 159-8 and 159-13. However, no amendment may increase or reduce a property tax levy or in any manner alter a property taxpayer’s liability unless the board is ordered to do so by a court of competent jurisdiction, or by a State agency having the power to compel the levy of taxes by the board.

The governing board by appropriate resolution or ordinance may authorize the budget officer to transfer moneys from one appropriation to another within the same fund subject to such limitations and procedures as it may prescribe. Any such transfers shall be reported to the governing board at its next regular meeting and shall be entered in the minutes. (1927,c.146, s. 13; 1955,cc. 698, 724; 1971,c. 780,s. 1; 1973,c. 474,s. 12.)

SECTION III

***Summary of Positions –
Pay and Classification Plan***



2017-2018 SUMMARY OF FULL-TIME POSITIONS & COMPENSATION & CLASSIFICATION PLAN

Summary of Full-time Positions

The following section includes a listing of the full-time positions currently funded by the Granville County Board of Commissioners.

Compensation & Classification Plan

Also, included in this section is the current pay plan. The pay plan includes a listing of jobs, and the corresponding salary grade and range. Each year as a part of the budget process, the County Manager requests that department managers provide a listing of positions that they believe need to be restudied. This allows for one time per year that assignments to pay grades can be reviewed. In general, all mid-year requests for reclassification are deferred until the budget process.

During the month of March, the Human Resources Director will perform a pay study to review any pay or position reclassification request and make a recommendation to the County Manager. The Board must adopt any recommended changes before a position can be reclassified or modified.



SUMMARY OF AUTHORIZED FULLTIME POSITIONS

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Addressing/GIS	1	1	1	1	1
Administration	4	4	4	5 ⁺	5
Human Resources	1	1	1	1	1
Information Technology	3	3	3	3	3
Economic Development	2	2	2	2	2
Finance	5	5	5	4 ⁺	4
Internal Auditor	1	1	1	1	1
Board of Elections	3	3	3	3	3
Tax Administration	10	10	10	10	10
Register of Deeds	5	5	5	5	5
Sheriff	61	63	63	63	63
Jail	34	34	34	34	34
Emergency Management	4	4	4	4	4
EMS	0	0	0	0	0
Inspections	6	6	6	7	8
Animal Control	7	7	7	7	7
Emergency Communications	18	18	18	18	18
Soil Conservation	1	1	1	1	1
Jonesland Environmental Preserve/GAP	4	4	4	4	4
Planning	5	5	5	5	5
Building & Grounds	4	4	3*	3	3
Veteran Services	Part-time	Part-time	Part-time	1	1
Social Services	75	75	79	82	82
Senior Center	11	11	11	11	11
Library	12	12	14* [^]	14	14
Landfill/Convenience Sites	4	4	4	4	4
Lyon Station &Cozart Water & Sewer Districts	n/a	n/a	n/a	n/a	n/a
4 H Best	1	1	1	1	1
TDA	1	1	1	1	1
Grand Total-All Funds	283	285	290	295	296

*reclass grounds and maintenance position from General Services to Library

[^]additional position added as part of library re-organization

⁺ reclassified grants coordinator from finance to administration

**SALARY GRADE & RANGE SCHEDULE
FISCAL YEAR 2017-2018**

**ALPHABETICAL LISTING OF CLASSES AND GRADE
ASSIGNMENTS BY DEPARTMENT**

Class Title	Pay Cycle	Cell Phone Stipend Eligible?	FLSA Status	Salary Grade	Salary Range
Addressing/GIS Administrator	M	N	N	21	30562-58139
911- Emergency Communications Center Manager	M	Y	E	24	35380-67305
911- EMD Coordinator/Training Officer	M	N	N	22	32099-61065
911- Telecommunicator/Shift Supervisor	M	N	N	20T	14.93-28.39(h)
911- Telecommunicator	M	N	N	18T	13.55-25.76(h)
Administration- County Manager	M	Y	E	N/A	N/A
Administration- Clerk to the Board	M	Y	N	24	35380-67305
Administration- Grant Coordinator	M	Y	N	22	32099-61065
Administration- Management Analyst	M	N	N	22	32099-61065
Administration- Administrative Support Assistant/Deputy Clerk to the Board	M	N	N	21	30562-58139
Animal Management Director/Chief ACO	M	Y	E	26	39011-74213
Animal Control Officer Supervisor	M	Y	N	22	32099-61065
Animal Control Officer III	M	Y	N	20	29106-55367
Animal Control Officer II	M	Y	N	19	27707-52708
Animal Control Officer I	M	Y	N	18	26408-50235
Shelter Veterinarian	M	N	N	22	32099-61065
Shelter Veterinary Technician	M	N	N	16	23949-45559
Shelter Supervisor	M	N	N	18	26408-50235
Shelter Attendant III	M	N	N	16	23949-45559
Shelter Attendant II	M	N	N	15	22803-43381
Shelter Attendant I	M	N	N	14	21715-41311
Admin Support (pending SE approval)	M	N	N	15	22803-43381
Board of Elections- Elections Director	M	Y	E	24	35380-67305
Board of Elections- Deputy Director of Elections	M	N	N	21	30562-58139
Board of Elections- Elections Clerk	M	N	N	14	21715-41311
Cooperative Ext- 4-H Best Program Coordinator	M	Y	N	20	29106-55367
Detention Center- Detention Administrator	M	Y	N	25	37159-70689
Detention Center- Shift Supervisor (Lead)	M	Y	N	22	32099-61065
Detention Center- Transportation Officer/Corporal	M	Y	N	21	30562-58139
Detention Center- Shift Sergeant	M	Y	N	20	29106-55367
Detention Center- Maintenance Technician	M	Y	N	19	27707-52708
Detention Center- Relief Sergeant	M	Y	N	19	27707-52708
Detention Center- Detention Officer	M	N	N	18	26408-50235
Detention Center- Administrative Secretary	M	N	N	16	23949-45559
Detention Center- Law Enforcement Records Clerk II	M	N	N	15	22803-43381
Detention Center- Law Enforcement Records Clerk	M	N	N	14	21715-41311
Detention Center- Lead Cook	M	N	N	13	20685-39348
Detention Center- Cook	M	N	N	12	19696-37469
Development Services- Director	M	Y	E	30	47417-90202
Development Services- Inspections Admin. Support Specialist	M	N	N	18	26408-50235

Class Title	Pay Cycle	Cell Phone Stipend Eligible?	FLSA Status	Salary Grade	Salary Range
Development Services- Inspections Chief Buildings Inspector	M	Y	N	27	40960-77922
Development Services- Inspections Inspector III	M	Y	N	27	40960-77922
Development Services- Inspections Inspector II	M	Y	N	24	35380-67305
Development Services- Inspections Inspector I	M	Y	N	21	30562-58139
Development Services- Planning Director	M	Y	E	28	43009-81817
Development Services- Planning Senior Planner	M	N	N	26	39011-74213
Development Services- Planning Planner II	M	N	N	24	35380-67305
Development Services- Planning Planner	M	N	N	22	32099-61065
Development Services- Planning SeniorTransportation Planner	M	N	N	25	37159-70689
Development Services- Planning Transportation Planner	M	N	N	23	33697-64101
Development Services- Planning Zoning Code Enforcement Officer II	M	N	N	20	29106-55367
Development Services- Planning Zoning Code Enforcement Officer I	M	N	N	18	26408-50235
Development Services- Planning Zoning Technician	M	N	N	16	23949-45559
Development Services- Planning Administrative Support Assistant	M	N	N	15	22803-43381

DSS- County Social Services Director*	M	Y	E	32	52264-99422
DSS- Program Administrator*	M	N	E	26	39011-74213
DSS-Administrative Officer II*	M	Y	E	24	35380-67305
DSS- Accounting Technician II*	M	N	N	18	26408-50235
DSS- Child Support Supervisor II*	M	N	E	22	32099-61065
DSS- Child Support Agent (Lead)*	M	N	N	20	29106-55367
DSS- Child Support Agent II*	M	N	N	19	27707-52708
DSS- Child Support Agent I*	M	N	N	17	25137-47820
DSS- Computer System Administrator I*	M	N	N	21	30562-58139
DSS- Computing Support Technician II*	M	N	N	18	26408-50235
DSS- IMC III Lead Caseworker*	M	N	N	19	27707-52708
DSS- Income Maintenance Caseworker III*	M	N	N	19	27707-52708
DSS- Income Maintenance Caseworker II*	M	N	N	17	25137-47820
DSS- Income Maintenance Caseworker I*	M	N	N	15	22803-43381
DSS- Income Maintenance Investigator II*	M	N	N	19	27707-52708
DSS- Income Maintenance Investigator I*	M	N	N	17	25137-47820
DSS- Income Maintenance Supervisor II*	M	N	E	21	30562-58139
DSS- Income Maintenance Supervisor I*	M	N	N	19	27707-52708
DSS- Processing Assistant III*	M	N	N	14	21715-41311
DSS- Social Work Supervisor III*	M	Y	E	27	40960-77922
DSS- Social Worker III*	M	Y	E	23	33697-64101
DSS- Social Worker II*	M	Y	N	21	30562-58139
DSS- Social Worker I*	M	Y	N	17	25137-47820
DSS- Social Worker Investigator/Assessment & Treatment (CPS)*	M	Y	E	24	35380-67305

Economic Development- Economic Developer	M	Y	E	32	52264-99422
Economic Development- Administrative Support Specialist	M	N	N	18	26408-50235

Emergency Management- Emergency Management Director	M	Y	E	26	39011-74213
Emergency Management- Fire Marshall/Fire Prevention Officer	M	Y	N	23	33697-64101
Emergency Management- Emergency Management Coordinator (frozen)	M	Y	N	21	30562-58139
Emergency Management- Planning/Exercise Officer	M	Y	N	19	27707-52708
Emergency Management- Admin Support Asst (pending SE request)	M	N	N	15	22803-43381

Finance- Director	M	Y	E	32	52264-99422
Finance- Accounting Specialist	M	N	N	24	35380-67305

Class Title	Pay Cycle	Cell Phone Stipend Eligible?	FLSA Status	Salary Grade	Salary Range
Finance- Accounting Technician	M	N	N	20	29106-55367
Finance- Payroll Specialist	M	N	N	21	30562-58139
Finance- Payroll Technician (Frozen)	M	N	N	19	27707-52708
General Services- Maintenance Supervisor	M	Y	E	24	35380-67305
General Services- Facilities Maintenance Worker	M	Y	N	17	25137-47820
Human Resources- Director	M	Y	E	29	45155-85903
Information Technology- Director	M	Y	E	29	45155-85903
Information Technology- IT Network Administrator	M	Y	N	25	37159-70689
Information Technology- IT Technician II	M	Y	N	23	33697-64101
Information Technology- IT Technician I	M	Y	N	21	30562-58139
Internal Audit- Internal Auditor	M	Y	E	29	45155-85903
Jonesland Park- Park and Grounds Maintenance Director	M	Y	N	24	35380-67305
Jonesland Park- Park Operations Assistant	M	Y	N	16	23949-45559
Jonesland Park Landscaping Specialist	M	Y	N	14	21715-41311
Landfill- Environmental Services Director	M	Y	E	29	45155-85903
Landfill- Landfill Manager	M	Y	N	21	30562-58139
Landfill- Clerk/Material Handler	M	N	N	14	21715-41311
Landfill- Clerk	M	N	N	13	20685-39348
Library- Director	M	Y	E	29	45155-85903
Library- Assistant Director	M	Y	E	25	37159-70689
Library- Branch Manager I	M	N	E	23	33697-64101
Library- Adult Services Librarian	M	N	N	21	30562-58139
Library- Youth Services Librarian	M	N	N	18	26408-50235
Library- NC Room Specialist	M	N	N	18	26408-50235
Library- Head of Circulation	M	N	N	15	22803-43381
Library- Circulation Clerk	M	N	N	13	20685-39348
Library- Head of Technical Services	M	N	N	15	22803-43381
Library- Technical Services Assistant	M	N	N	13	20685-39348
Library- Patron Technology Services	M	N	N	15	22803-43381
Library- Administrative Assistant	M	N	N	15	22803-43381
Library- Building and Grounds Worker	M	Y	N	11	18765-35696
Register of Deeds- Register of Deeds	M	Y	E	27	40960-77922
Register of Deeds- Assistant Register of Deeds	M	N	N	19	27707-52708
Register of Deeds- Deputy Register of Deeds II	M	N	N	17	25137-47820
Register of Deeds- Deputy Register of Deeds I	M	N	N	16	23949-45559
Senior Center- Senior Services Director	M	Y	E	26	39011-74213
Senior Center- Assistant Director	M	N	E	21	30562-58139
Senior Center- Social Worker	M	N	N	20	29106-55367
Senior Center- Senior Center Coordinator	M	N	N	18	26408-50235
Senior Center- Fitness Coordinator	M	N	N	17	25137-47820
Senior Center- Nutrition Site Manager	M	N	N	17	25137-47820
Senior Center- Administrative Support Assistant	M	N	N	15	22803-43381

Class Title	Pay Cycle	Cell Phone Stipend Eligible?	FLSA Status	Salary Grade	Salary Range
Senior Center- Building and Grounds Worker	M	N	N	11	18765-35696
Senior Center- HCCBG Human Resources Aide	M	N	N	9	17025-32386

Sheriff- Sheriff	M	Y	E	34	57619-109608
Sheriff- Chief Deputy	M	Y	E	28	43009-81817
Sheriff- Deputy Sheriff (Non-BLET)	M	Y	N	19	27707-52708
Sheriff- Administrative Secretary	M	N	N	16	23949-45559
Sheriff- Administrative Support Assistant	M	N	N	15	22803-43381
Sheriff- Law Enforcement Records Clerk II	M	N	N	15	22803-43381
Sheriff- Law Enforcement Records Clerk I	M	N	N	14	21715-41311
Sheriff- A.C.E. Interstate Sergeant	M	Y	N	23	33697-64101
Sheriff- A.C.E. Sergeant	M	Y	N	23	33697-64101
Sheriff- A.C.E. Investigator	M	Y	N	21	30562-58139
Sheriff- I.C.E. Task Force Investigator	M	Y	N	21	30562-58139
Sheriff- Civil Sergeant	M	Y	N	23	33697-64101
Sheriff- Civil Corporal	M	Y	N	22	32099-61065
Sheriff- Civil Deputy	M	Y	N	21	30562-58139
Sheriff- Courthouse Security Sergeant	M	Y	N	23	33697-64101
Sheriff- Courthouse Security Deputy	M	Y	N	21	30562-58139
Sheriff- Detective Lieutenant	M	Y	N	26	39011-74213
Sheriff- Detective	M	Y	N	23	33697-64101
Sheriff- Detective Corporal	M	Y	N	23	33697-64101
Sheriff- Detective Sergeant	M	Y	N	23	33697-64101
Sheriff- Patrol Lieutenant	M	Y	N	26	39011-74213
Sheriff- Patrol Sergeant	M	Y	N	23	33697-64101
Sheriff- Patrol Corporal	M	Y	N	22	32099-61065
Sheriff- Patrol Deputy	M	Y	N	21	30562-58139
Sheriff- School Resource Officer Corporal	M	Y	N	22	32099-61065
Sheriff- School Resource Officer	M	Y	N	21	30562-58139
Sheriff- Warrant Squad Corporal	M	Y	N	22	32099-61065
Sheriff- Warrant Squad Deputy	M	Y	N	21	30562-58139

Soil Conservation- Natural Resources Conservationist	M	Y	N	19	27707-52708
--	---	---	---	----	-------------

Tax- Tax Administrator	M	Y	E	29	45155-85903
Tax- Assistant Tax Administrator	M	N	N	22	32099-61065
Tax- Mapper /GIS Technician	M	N	N	21	30562-58139
Tax- Tax Assessment Specialist	M	N	N	19	27707-52708
Tax- Tax Collection Specialist	M	N	N	19	27707-52708
Tax- Tax Assistant II	M	N	N	15	22803-43381
Tax- Tax Assistant I	M	N	N	13	20685-39348

Tourism Development Authority- Tourism Development Director	M	Y	E	29	45155-85903
---	---	---	---	----	-------------

Veteran Services- Veteran Services Officer	M	Y	E	20	29106-55367
--	---	---	---	----	-------------

N-Nonexempt from FLSA wage and hour guidelines.

E-Exempt from FLSA wage and hour guidelines.

*These classes are subject to the State Personnel Act (SPA).

OSSOG≈ stands for Office Support Services Occupational Group.

Fiscal Year 2017-2018 Salary Grade and Range Schedule

Pay Grade	<i>Trainee (95%of Min.)</i>	<i>Minimum</i>	<i>Midpoint</i>	<i>Maximum**</i>
9	16,174	17,025	24,706	32,386
10	16,981	17,874	25,939	34,003
11	17,827	18,765	27,231	35,696
12	18,711	19,696	28,583	37,469
13	19,650	20,685	30,016	39,348
14	20,629	21,715	31,513	41,311
15	21,663	22,803	33,092	43,381
16	22,751	23,949	34,754	45,559
17	23,880	25,137	36,479	47,820
18	25,087	26,408	38,321	50,235
18T	12.87	13.55	19.65	25.76
19	26,322	27,707	40,207	52,708
20	27,650	29,106	42,237	55,367
20T	14.18	14.93	21.66	28.39
21	29,034	30,562	44,351	58,139
22	30,494	32,099	46,582	61,065
23	32,012	33,697	48,899	64,101
24	33,611	35,380	51,342	67,305
25	35,301	37,159	53,924	70,689
26	37,060	39,011	56,612	74,213
27	38,912	40,960	59,441	77,922
28	40,859	43,009	62,413	81,817
29	42,898	45,155	65,529	85,903
30	45,046	47,417	68,809	90,202
31	47,288	49,777	72,235	94,692
32	49,651	52,264	75,843	99,422
33	52,132	54,876	79,635	104,394
34	54,738	57,619	83,614	109,608

Summary of Changes to the FY 17-18 Pay & Classification Plan

In reviewing the current structure of several departments within in county, the below changes are recommended and have been incorporated into the County Manager's Fiscal Year 2017-2018 Recommended Budget and the 2017-2018 Pay and Classification Plan in accordance with Sections 31 – 51 of the Granville County Personnel Ordinance:

§31 MAINTENANCE OF CLASSIFICATION PLAN.

The Manager shall be responsible for the administration and maintenance of the position classification plan. Department heads shall be responsible for bringing to the attention of the Manager, any material changes in the nature of the duties, responsibilities, working conditions, or other factors affecting the classification of any existing position.

§32 CLASSIFICATION OF NEW POSITIONS.

The County Manager, or his designee shall be responsible for studying and establishing the allocations of new positions to the existing classes or to new classes of positions in the country's service.

§33 AMENDMENT OF CLASSIFICATION PLAN.

The County Manger is authorized to amend the classification plan by adding, changing, or deleting classes of positions and salary grades based on internal analysis and market surveys within the authorized budget allocation. The Manager shall advise the Board of Commissioners of such amendments.

§34 — §39 RESERVED.

WAGE AND SALARY ADMINISTRATION

§50 COVERAGE OF THE SALARY PLAN.

The salary plan on file in the Finance Department shall be the salary plan for the county. This salary plan shall include all grades for the classes of positions in the classification plan.

§51 MAINTENANCE OF SALARY PLAN.

(A) Each year, prior to the annual budget process, the Manager shall review the status of the salary plan and consider any amendments necessary to maintain a current salary structure.

(B) The County Manager shall make cost-of-living recommendations to the Board of Commissioners based upon an annual study of local economic conditions and the financial state of county government.

Salary Grade and Range Schedule

In support of our strategy as approved by County Commissioners during the FY16-17 budget process, minimum ranges will be increased by 2% every other year until adequate compression is obtained. The minimum of all salary grades have been increased for FY17-18 by 2% in order to compress the ranges and bring the ranges more in line with surrounding and similar counties. Appropriate adjustments to salaries for those employees who are below the new minimum were made and are included in the continuation budget.

Animal Control

In reviewing the current structure of the Animal Management Department, it is recommended that additional job titles be created to establish progression for both animal control and the shelter areas. This Career Progression Plan continues to promote the development of a more educated and professional staff within the entire animal management department, thus creating a more efficient operation. This program is intended to provide a stronger incentive for employees to obtain credentials and provide a more structured path for employees. Please note, the additional job titles within the Pay and Classification Plan do not authorize any additional positions within the department. This

recommended change corresponds to County Administration’s Goal of developing succession and career planning within the County Pay and Classification Structure.

FY16-17 department structure		FY17-18 department structure	
Class Title	Salary Grade	Class Title	Salary Grade
Animal Management Director	24	Animal Management Director/Chief ACO	26
Chief Animal Control Officer	19	Animal Control Officer Supervisor	22
Animal Control Officer	16	Animal Control Officer III	20
Veterinary Technician	14	Animal Control Officer II	19
Shelter Attendant	12	Animal Control Officer I	18
		Shelter Veterinarian	22
		Shelter Veterinary Technician	16
		Shelter Supervisor	18
		Shelter Attendant III	16
		Shelter Attendant II	15
		Shelter Attendant I	14
		Admin Support *	15
		*service expansion request to fund additional 1/2 of position	

Positions which have an upward pay grade adjustment would experience an increase in their salary and are included in the continuation budget.

Planning: Zoning Enforcement

During the review of the Planning Department’s Zoning Enforcement position, career progression is needed for Zoning. This continues to promote the development of a more educated and professional staff within the entire planning department, thus creating a more efficient operation. This program is intended to provide a stronger incentive for employees to obtain credentials and provide a more structured path for employees. Please note, there are no changes to current employees or salaries, nor do the additional job titles within the Pay and Classification Plan authorize any additional positions within the department. This recommended change corresponds to County Administration’s Goal of developing succession and career planning within the County Pay and Classification Structure.

FY16-17 structure		FY17-18 structure	
Planning Zoning Technician	16	Planning Zoning Code Enforcement Officer II	20
		Planning Zoning Code Enforcement Officer I	18
		Planning Zoning Technician	16

Senior Services

With upcoming mandated changes by the State requiring a RN to sign off on necessary documentation for new clients in the in-home aide program in addition to their re-evaluation, the Senior Center Director has made changes to full-time and part-time positions. The Case Worker/Social Worker title will be changed to reflect only Social Worker and will have no pay grade change. The In-Home Aide Supervisor title will be eliminated and replaced with Nutrition Program Coordinator and retain the same pay grade. And the part-time Nutrition Site Manager position will be eliminated and replaced with part-time RN title. The Nutrition Program Manager position and RN positions will be funded by the Home and Community Care Block Grant.

FY16-17 department structure		FY17-18 department structure	
Senior Services Director	26	Senior Services Director	26
Assistant Director	21	Assistant Director	21
Case Worker/Social Worker	20	Social Worker	20
Senior Center Coordinator	18	Senior Center Coordinator	18
Fitness Coordinator	17	Fitness Coordinator	17
In-Home Aide Supervisor	17	Nutrition Program Coordinator	17
Administrative Support Assistant	15	Administrative Support Assistant	15
Building and Grounds Worker	11	Building and Grounds Worker	11
HCCBG Human Resources Aide	9	HCCBG Human Resources Aide	9

Part time CNAs are currently paid \$10/hour and have not had an increase in over ten years. Based on market review, and to be competitive in hiring and retaining the best CNAs to care for our homebound senior adults, the part time pay will increase to \$12/hour.

Economic Development

At the request of the Economic Development Director, a market review was completed on the Administrative Support Specialist to include additional duties regarding grant writing and monitoring for Economic Development. The Administrative Support Specialist salary will receive a 5% increase to account for the added duties and is included in the continuation budget. The job description for Administrative Support Specialist-Economic Development has been updated to reflect these additional job duties.

Emergency Management

In support of the County’s goal of developing succession and career planning, the Administrative Support Assistant position will be unfrozen and funded effective January 16, 2018. Half year funding is included in the continuation budget.

Soil and Water Conservation

The Soil and Water Director, along with the Soil and Water District Supervisors has requested an increase in part time salary of the Administrative Secretary. Based on market adjustment, a 3% increase effective July 16, 2017.

Cost Summary of all Recommended Changes

The salary and benefits costs associated with pay adjustment for minimum salary grade adjustment and department changes listed above are estimated to be \$41,713 and are included in the continuation budget.

SECTION IV

Long-Term Planning



BUDGET PLANNING PROCESS

Components of the Budget Process

Annual Budget Retreat

The budget process begins in February with an annual planning retreat, attended by Board members and department heads. At this one and a half day session, the Board discusses issues, concerns and objectives for the County. The Board gets input from representatives from Granville County's five municipalities, as they report on the state of their respective governments, and local legislators, who provide updates to legislative activity. Department heads summarize achievements for the current fiscal year and discuss near-term goals for their respective departments. The County manager recaps action items generated from the retreat and reviews the upcoming budget process and budget calendar.

Budget

Departments and outside agencies are notified of the upcoming budget process in February. Each department and agency must submit budget requests in March in order to be ready to meet with the County Manager and Finance Director in April. It is during these meetings that long-term plans are discussed at the departmental level. Also, Board issues identified during the annual board retreat are reviewed against the departments' requests and future plans. The budget that is submitted to the Board in early May is based upon those meetings, as well as input from the financial policy review.

County Board and Public

The budget is adopted in June. The proposed budget that is submitted to Board in early May is also available to the public for review. A public hearing is held in May, followed by budget work sessions. These sessions consider input from the public hearings within the context of the financial analysis that has occurred in the previous months.

Other Considerations

There are numerous considerations during the budget planning process within the context of the aforementioned components, which include:

Maintaining an Adequate Fund Balance

The Board targets a fund balance level of 30-35%, which is conservative when compared to other rural local governments. This provides a sound basis for fiscal responsibility and cash management.

Maintaining Adequate Debt Levels

The Board has created benchmarks regarding debt service levels and the quantity of debt the County can carry as guidelines to follow when considering debt financing. These are discussed in detail in the "Summary of Revenues, Expenditures and Fund Balances" section of the budget.

Capital Improvement Plan

The five year Capital Improvement Schedule (CIP) is a financial management tool used to identify and set aside funds for future capital needs. There are numerous costs associated with CIP items. An analysis of potential fixed assets is prepared to calculate future depreciation and maintenance expenses beyond the year of purchase. Other costs include operating and insurance expenses, and possibly staffing considerations. Also, potential facility purchases may include utility costs and other operating expenditures in future years. In some cases, the analysis may show that it is more efficient to obtain a lease rather than build, renovate, or purchase property.

Currently, capital improvement projects are planned and scheduled based on critical needs to maintain either existing structures or safety. County administrative staff members, in conjunction with capital project supervisors, are developing a criteria-based evaluation process.

Vehicle Replacement Program

Another key financial management tool is the Vehicle Replacement Program (VeRP). Vehicles are replaced at various intervals depending upon usage. For example, patrol cars are generally replaced in the fifth year of use, but may be replaced sooner or later depending upon the mileage and condition.

Performance Measures

Performance measures are becoming an increasingly important aspect of long-term planning. Decisions are enhanced as the County progresses in its implementation of performance measures.

Property Revaluation

Revaluation of property within the County is also considered on a long-term basis. According to North Carolina G.S. 105-286, counties must conduct property revaluations at least every 8 years, but may conduct them sooner. Several counties have adopted 4-5 year cycles rather than 8 year cycles. Granville County follows the mandated 8 year cycle.

Economic Forecasts

Granville County is coping with overflow growth from nearby Research Triangle Park and the Raleigh/Durham area. The County's infrastructure is increasingly burdened as more people move into the area. Long-term economic forecasts indicate that the Raleigh/Durham area will continue to grow, which means that Granville County will continue to grow. This affects the Board's high-priority funding areas of education and public safety, which will also continue to expand.

While Granville County's unemployment rate is lower than its rural neighboring counties, it must be continuously monitored in today's challenging economic climate. Unemployment rates directly impact both current and future revenue streams, as well as expenditures due to increased demand for governmental services.

Legislation

Another external influence is legislative mandates. The County Board works closely with the North Carolina Association of County Commissioners to monitor changes in State and Federal legislation.

Grants

Grants are becoming increasingly competitive as funds are continuously cut. Counties cannot rely as much on large block grants from the Federal government as they have in the past. Also, grant opportunities often have “strings attached” which may deter departments from pursuing grant funding. Once grants are awarded, the County must determine how to sustain funding in future years for on-going costs.

Changes in Accounting Rules

Accounting rules have changed frequently in recent years. These changes must be calculated into long-term planning. For example, recent GASB pronouncements were issued to assure that local governments record post-employee benefits (pension and health) as a long-term liabilities. This means that Granville County must calculate and present these post-employee benefits in the financial statements. This affects long-term planning because Granville County must also consider a funding stream to meet this future obligation. GASB 54 has also changed the way the County reports various funds thereby making significant changes to the General Fund when compared with earlier years.

SECTION V

***Summary of Revenues, Expenditures
and Fund Balance
General Fund, Other Funds
All Funds***



**SUMMARY OF REVENUES
GENERAL FUND**

REVENUES BY MAJOR SOURCE	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Property Taxes	\$36,418,202	\$ 38,754,604	\$38,754,604	\$ 39,785,533
Sales & Other Taxes	8,460,685	8,733,901	8,733,901	10,045,137
License, Fees and Other Revenues	\$4,323,422	2,232,170	2,308,170	2,268,600
Restricted & Intergovernmental Revenues	9,083,824	8,472,494	8,557,449	8,138,953
Investment Earnings & Operating Transfers	756,685	199,000	181,250	272,000
Total Revenues Before AFB and Debt	59,042,818	58,392,169	58,535,374	\$60,510,223
Appropriated Fund Balance		579,708	1,790,097	386,385
Use of Revaluation Reserve				400,000
Debt Proceeds	5,485,000	0	0	0
Total Revenues	64,527,818	\$ 58,971,877	\$60,325,471	\$61,296,608

Property Taxes:

Counties in North Carolina are prohibited from imposing taxes unless specifically authorized by the General Assembly. State lawmakers have allowed counties to raise revenue through the property tax, which generates approximately 65% of the revenue for Granville County government.

The formula for expected revenue is based on the underlying value of the property taxed. The estimated value for fiscal year 2017-2018 is based on a total taxable valuation of \$4,527,446,988, a slight increase when compared to \$4,383,956,701 for fiscal year 2016-2017. In fiscal year 2016-2017, the ad valorem tax rate increased \$0.05 to \$0.88 to fund the 3% increase in Granville School Systems teachers' supplement (\$0.025), as well as fund future expenses for the building of a Law Enforcement center (another \$0.025).

Assumptions for the formula:

Estimated Net Taxable Value For 2017-2018	Multiplied by	Tax Rate	Per	\$100/ Valuation	Multiplied by	FY 2016 Tax Collection Rate	Equals	Projected Current Year Total Property Tax Revenue
\$4,527,446,988	X	\$0.88	X	0.01	X	99.18%	=	\$39,514,833

PROPERTY TAXES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Current Year	35,974,172	\$38,131,305	\$38,131,305	\$39,514,833
Discount	(330,909)	(300,200)	(300,200)	(388,000)
Prior Years	483,434	650,000	650,000	\$360,000
Penalties & Interest	291,505	273,500	273,500	298,700
Total Property Tax Revenues	36,418,202	\$38,754,604	\$38,754,604	\$39,785,533

Sales and Other Taxes:

Sales tax revenues are received by the County from the State of North Carolina based on per capita or point of sale distributions. The County's Article 39 (1%) local sales tax is utilized in its entirety for general fund operations. Article 40 (commonly known as "school's ½ cent") sales taxes were initiated in part to help fund local school capital projects, with a mandatory transfer of 30% of these revenues to the schools restricted capital fund. Article 42, (commonly known as "schools additional ½ cent") sales taxes were also initiated in part to help fund local school capital outlay projects, with a mandatory transfer of 60% of these revenues to the schools restricted capital fund.

In response to the State's budget crisis in FY 2002-2003, the General Assembly passed a budget that eliminated the reimbursements for local taxes repealed in prior years. This left a gaping hole in the County budget of more than \$1.8 million. The county commissioners responded by instituting sufficient service reductions to offset the loss. Before adjourning in the fall of 2002, the General Assembly authorized local governments to levy an additional ½ cent sales tax to offset the loss of the reimbursements. The Board enacted the local tax, which extended into the fiscal year 2009-2010 budget. The tax is referred to as the Article 44 sales tax (named for the enabling legislation). This sales tax remained as County revenue through October 2009, at which time it reverted to the State as part of the offset for taking over all Medicaid payments. This was enacted with the State's "Medicaid Relief Act" enacted in 2006. Other changes to sales taxes enacted as part of "Medicaid Relief Act" changed the distribution of Article 42 from per capita basis to a point of sale basis and a requirement that the counties would hold the amount earmarked for school capital and the municipalities' distributions harmless.

Other taxes include register of deeds state excise taxes, beer & wine tax, and tax on federal land.

* Distribution in fiscal year 2012-2013 was scheduled to be the last distribution under the hold harmless provision.

SALES & OTHER TAXES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
County 1 % (Article 39) Sales Tax	\$1,776,423	\$ 1,989,621	\$1,989,621	\$1,940,301
Article 40 – 0.5 % Sales Tax	2,974,134	3,213,890	3,213,890	3,247,657
Article 42 – 0.5% Sales Tax	1,571,692	1,730,390	1,730,390	1,727,179
Article 44	\$123	0	\$0.00	1,100,000
State excise tax – Register of Deeds	257,455	225,000	225,000	260,000
Taxes on Federal Land	24,532	20,000	20,000	20,000
Beer and Wine Tax	161,178	165,000	165,000	160,000
Medicaid Hold Harmless Revenue	1,486,571	1,200,000	1,200,000	1,400,000
Occupancy Tax	208,577	190,000	190,000	190,000
Total Sales and Other Taxes	\$8,460,685	\$ 8,733,901	\$8,733,901	\$10,045,137

In 1998, the Board of Commissioners and the Board of Education agreed to earmark sales tax allocated for school capital purposes as the source of revenue to be used to repay debt issued for schools. Restricted funds for school capital expenditures are used first to pay Category 1 capital outlay obligations and school related debt service. The County raised taxes in past years to fund the remaining debt service requirements. Currently approximately 14¢ of the tax rate is required for school related debt.

Intergovernmental Revenues:

Restricted and Unrestricted Intergovernmental revenues consist of funds from state and federal sources. Grant funds are received for general fund operations such as veterans’ services, emergency management, community-based alternatives, library and home and community care block grant. Separate funds are received by the Department of Social Services from both state and federal Sources, detailed in the department’s expenditure budget.

Intergovernmental revenues are difficult to project from year to year. Grantee agencies, such as the state and federal government often tie funding to a certain match, or reduce funding levels in subsequent years in hopes that local governments will assume funding of the program.

INTERGOVERNMENTAL REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Court facility fees	\$ 51,875	\$ 50,260	\$50,260	\$ 50,260
CSC officer’s fees	9,624	10,000	10,000	10,000
Register of Deeds	39,744	37,400	37,400	41,400
Federal, State and Local Grants	6,930,372	6,106,813	6,190,768	5,917,779
Contribution from GHS	1,275,608	1,265,021	1,265,021	1,193,109
Lottery Proceeds	397,280	720,000	720,000	539,000
Excise Recreation – Heritage	237,917	215,000	215,000	240,000
Jail Fees	19,378	18,000	19,000	18,500
Concealed weapons fee	55,006	50,000	50,000	50,000
Forfeiture	49,872	0	\$0.00	5,000.00)
Donations to County Departments	17,148	0	\$0.00	\$0.00
Total	\$9,083,824	\$ 8,472,494	\$8,557,449	\$ 8,065,048

Licenses, Fees, and Other General Fund Revenues:

Revenues in the licenses, fees, and other category encompass a wide range of non-tax revenue sources. This category is important to the overall financial strength of the County because it includes revenue from self-supporting general governmental activities, such as building inspections, register of deeds fees, court facility fees, etc. Fees appropriately fund some functions of Granville County government, because they apply to a certain group of citizens, such as development-related services (building permits, planning fees, etc.). The philosophy of the governing body has been to have these services fund the direct cost of the provision of the service. In some cases, the fees may recover a portion of the indirect cost as well.

Licenses, fees and other revenues are projected to remain fairly even from the fiscal year 2014-2015 original budget due primarily to decreases in one-time fees. In accordance with the Board’s directives, staff continues to look for opportunities to generate fees and other offsetting revenue to fund programs that benefit certain segments of the population or where demand exists to support fees.

Sales, services and other revenues were forecast with input from department managers, grant sources and historical data. Each revenue category was considered separately and forecast from a zero base.

LICENSE, FEES AND OTHER REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Ambulance Fees	15,426	0	0	0
Administrative – Insurance Proceeds, Fixed Asset Sales, Copies	106,899	20,500	97,500	10,200
Animal Control Fees	34,242	35,000	35,000	35,000
Boarding State and Federal Prisoners	11,573	7,000	7,000	12,000
Cooperative Ext Functions	5,786	5,000	5,000	5,000
E-911 Allocation from Oxford	109,000	110,000	110,000	110,000
Federal Interest Subsidy	424,119	416,720	416,720	412,000
Fire Marshal User Fees	23,805	19,000	19,000	19,000
Floodplain Mapping Fees	0	35,000	35,000	0
TV Franchise Fees	147,196	115,000	115,000	130,000
GAP Athletic Fields Fees	28,196	32,300	32,300	32,300
Grounds Maintenance - SGMG	10,680	13,000	13,000	13,000
Inspection Fees	644,877	560,000	560,000	600,000
Library Fines and Fees	42,324	40,000	40,000	40,000
Miscellaneous	5,792	14,000	14,000	14,000
Municipal Election Reimbursement & Fees	50,828	500	500	48,000
Occupancy Tax Collection fee	793	2,850	2,850	2,800
Oxford Housing Authority	6,647	6,500	6,500	6,500
Privilege licenses	3,670	5,000	5,000	1,000
Planning Fees	77,943	65,000	65,000	70,000
Register of Deeds Fees	225,652	212,000	212,000	233,000
Rents	21,798	20,000	20,000	20,000
Safe Road Civil License Act	2,536	3,800	3,800	3,800
Sheriff Dept.	167,846	152,000	152,000	152,000
SIBDA Fees	0	1,000	1,000	1,000
Solid Waste Administration Fees	25,000	15,000	15,000	15,000
Senior Services Related Programs	7,555	7,500	7,500	9,000
Storm Water Collection Fees	15,415	14,900	14,900	14,700
Taxes Collection Fees	98,379	114,100	113,100	114,800
TDA Contribution	58,280	61,000	61,000	63,000
Vending Machines	39,234	36,000	36,000	35,000
Water Capacity Purchase –Henderson/Oxford	1,860,916	37,500	37,500	37,500
Wireless/Tower Rental Fees	51,016	55,000	55,000	65,000
Total License, Fees & Other	4,323,422	2,232,170	2,308,170	2,324,600

Investment Earnings and Transfers In:

Investment earnings continue to decline due to the expenditure of fund balance for one-time capital improvements and are expected to remain low for the near future. The Finance department plans to review other investment options given the yield curve is expected to remain low on existing investments.

INVESTMENT EARNINGS & TRANSFERS FROM OTHER FUNDS & COMPONENT UNITS	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Investment Earnings	\$36,853.82	\$ 27,000	\$ 27,000	\$ 100,000
Transfer from ABC Board	232,411	172,000	172,000	\$ 172,000
Transfer from Other Funds	487,420		(17,750)	\$
Total Investment Earnings & Transfers In	\$ 756,685	\$ 199,000	\$ 181,250	\$ 272,000

GENERAL FUND APPROPRIATED FUND BALANCE

In fiscal year **2017-2018**, 0% of the general fund balance is recommended for appropriation to fund services. The necessity of having a fund balance is to provide adequate cash flow given the erratic revenue cycle of the County's operations. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% unassigned fund balance available will not have adequate resources to meet its obligations until it begins receiving property taxes. Granville County targets a range of 30% - 35% of expenditures for Unassigned Fund Balance.

Historically, Granville County has maintained a "healthy" fund balance. Recent years have highlighted the need to continue to maintain an adequate level of fund balance and Granville County continues to maintain good fund balance levels. The County maintained their overall target fund balance level between fiscal years 2004 and 2011, but utilized a portion during fiscal year 2012. In fiscal year 2013, the County completed the financing of several projects for which funds were expended in the previous year, thereby restoring the fund balance to the target range.

Governmental Accounting Standards Board (GASB) Statement #54 was implemented with the audited financial statements for the year ended June 30, 2011 and had a significant impact on the presentation of fund balance. The following table shows the undesignated/unreserved fund balance from Fiscal Year 2006-2007 through Fiscal Year 2009-2010, the unassigned fund balance for the last seven fiscal years and the projected fund balance for the fiscal year ending June 30, 2018.

Fiscal Year Ending	Unassigned Fund Balance	Percentage of Expenditures
Proj. June 30, 2018	\$32,810,391	53.88%
Est. June 30, 2017	\$32,810,391	52.20%
June 30, 2016	\$30,810,391	77.6%
June 30, 2015	\$28,287,719	43.20%
June 30, 2014	\$20,478,407	38.20%
June 30, 2013	\$18,625,992	28.64%
June 30, 2012	\$11,005,418	19.97%
June 30, 2011	\$19,324,317	37.81%
Fiscal Year Ending	Undesignated/Unreserved Fund Balance	Percentage of Expenditures
June 30, 2010*	\$18,349,340	39.56%
June 30, 2009	\$18,146,260	39.75%
June 30, 2008	\$16,290,833	34.75%
June 30, 2007	\$11,966,953	26.94%

* Note: Percentage shown net of refunded bond expenditure

Assumptions: The County estimated the fund balance available for appropriation using the audited financial statements for fiscal year ended June 30, 2016 and estimated the operating results of fiscal year 2017. Based on the estimate, the County will exceed the minimum 8% requirement and will have resources to meet obligations prior to receiving the property tax revenues in December 2017.

Appropriated Fund Balance

Actual FY 15-16	Original FY 16-17	Amended FY 16-17	Budget FY 17-18
\$ 0	\$579,708	1,789,827	"8.5: 7

Summary of Contingency and Use of Fund Balance
For FY 2016-2017 Budget
May 1, 2017

Use of Contingency Summary - General Fund

Environmental Disaster Contingency (10-9910-993):

Date	Description/Action	Amount	Balance
7/1/2016	Budget Ordinance		\$ 10,000

General Contingency (10-9910-991):

Date	Description/Action	Adjustment Amount	Balance
7/1/2016	Budget Ordinance		\$ 170,000
10/17/2016	Fund increased cost of Alertline services of internal auditor	\$ (500)	\$ 169,500
10/17/2016	Receipt of funds for Emerg Mgmt Grant EMPG-2016-37077	\$ (14,000)	\$ 155,500
1/3/2017	To fund Workman's Comp for FY 2016-2017	\$ (36,000)	\$ 119,500
1/17/2017	Fund additional Board of Election expenses due large turnout for Pres. Elections	\$ (70,000)	\$ 49,500
1/17/2017	Adjust final funding for JCPC 4-H Best	\$ (1,373)	\$ 48,127

Use of Fund Balance Summary - General Fund*

Date	Description/Action	Adjustment Amount	Balance
7/1/2016	Budget Ordinance		\$ 579,708
8/1/2016	Carry over of Rec. Advisory Committee funding for Senior Center	\$ 3,150	\$ 582,858
8/1/2016	Carry over of Rec. Advisory Committee funding for Handicapped swing	\$ 3,783	\$ 586,641
8/1/2016	Carry over of OBPC funding designated to Senior Center	\$ 5,279	\$ 591,920
8/1/2016	FY 2017 HC CBG funding	\$ (18,203)	\$ 573,717
8/1/2016	Adjustment to reflect FY 2017 JCPC funding	\$ (13,203)	\$ 560,514
8/1/2016	Adjust funding level for Roanoke River Basin Association	\$ (1,700)	\$ 558,814
10/3/2016	SHIIP Fund s carried over from FY 2016	\$ (7,265)	\$ 551,549
10/3/2016	Close out of CDBG - Scattered Site Fund. (Senior Center)	\$ 577,155	\$ 1,128,704
10/3/2016	Irrigation pond lease with the Overton family	\$ 4,800	\$ 1,133,504
10/3/2016	Net expenditure for repair of fire damage to the Orange Street buiding	\$ 5,500	\$ 1,139,004
10/3/2016	Adjust funding for VGCC Main Campus to match 75%/25% split with Vance Co.	\$ 8,333	\$ 1,147,337
10/3/2016	Carry forward unexpended Human Relations Council funding from FY 2015-16.	\$ 879	\$ 1,148,216
10/3/2016	Adjust funding levels for the FY 2017 Rural Operating Assistance Program Grant	\$ 7,123	\$ 1,155,339
10/3/2016	Carry forward balance to complete Wilton E911 renovation project	\$ 35,000	\$ 1,190,339
10/3/2016	Fund the balance of net expenditures for the LAPP and CMAQ Greenway Projects	\$ 68,300	\$ 1,258,639
10/17/2016	Carry forward of van and van insert for Sheriff's dept. from FY 2016	\$ 39,209	\$ 1,297,848
1/3/2017	Correct JCPC Community Connections funding to its original FY 2017 level.	\$ 50,000	\$ 1,347,848
1/3/2017	Correct balance of funds avaiable for the Emergency Management Preparedness Grant	\$ 83,930	\$ 1,431,778
1/24/2017	To fund County property revaluation project.	\$ 302,000	\$ 1,733,778
3/20/2017	Transfer from Thornton Library to fund Assisnat Director's salary	\$ (17,750)	\$ 1,716,028
3/20/2017	To fund South Granville High School field erosion project, approve by BoC on 12/7/15	\$ 84,850	\$ 1,800,878
3/20/2017	To reflect adjustments in public assistance as well as role over from FY 2016 budget	\$ (13,660)	\$ 1,787,218
3/20/2017	Adjustment to reflect FY 2017 JCPC funding to carry over FY 2016.	\$ 2,879	\$ 1,790,097

SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	FY 2015-16	BUDGET	BUDGET	BUDGET	% Change
	ACTUAL	FY 2016-17 APPROVED	FY 2016-17 AMENDED	FY 2017-18 RECOMMENDED w/ Service Exp]	FY 2016-17 vs. FY 2017-18
Board of Commissioners / Governing Body	221,240	246,579	246,579	251,861	2.1%
Administration	280,627	393,323	393,323	389,317	-1.0%
Information Technology	191,857	200,737	205,563	208,639	1.5%
Human Resources	85,844	98,680	99,254	99,699	0.4%
Finance	444,658	424,172	424,172	421,393	-0.7%
Internal Auditor	78,932	82,338	87,434	86,442	-1.1%
Board of Elections	520,186	414,219	484,219	422,292	-12.8%
Register of Deeds	296,104	293,155	293,155	301,769	2.9%
Tax Administration	772,231	802,181	802,181	826,999	3.1%
General Services / Court Facilities	494,060	570,367	578,985	574,197	-0.8%
Social Services	7,613,111	8,352,881	8,306,290	8,477,492	2.1%
Veterans Services	25,429	61,230	76,198	66,701	-12.5%
Health & Medical Services	2,887,058	2,773,043	2,773,043	2,940,823	6.1%
Senior Services	1,189,682	1,266,125	1,290,499	1,255,989	-2.7%
Library	1,577,419	1,697,908	1,697,908	1,713,293	0.9%
Cooperative Extension Services & 4-H BEST, U.T.G.	296,039	377,320	386,950	376,365	-2.7%
Recreation	233,251	220,686	224,469	221,870	-1.2%
GAP/Jonesland Environmental Preserve	354,094	399,246	408,642	409,179	0.1%
Tourism	59,231	61,415	61,415	63,291	3.1%
Development Services - Inspections Division	509,478	560,003	560,003	682,643	21.9%
Development Services - Planning Division	344,480	345,824	347,548	352,465	1.4%
Addressing/GIS	97,261	95,735	103,735	109,067	5.1%
Construction Administration	239,145	288,000	370,500	318,500	-14.0%
Construction Projects	1,329,827	1,372,975	1,399,525	1,454,775	3.9%
Economic Development	3,279,984	1,857,454	1,869,696	1,859,103	-0.6%
Vance Granville Community College	648,205	730,205	738,538	780,924	5.7%
Granville County Schools	25,599,998	21,260,712	21,345,562	21,561,445	1.0%
Sheriff	4,862,156	4,924,586	5,107,421	5,061,342	-0.9%
Detention Center	2,546,624	2,611,361	2,611,361	2,702,865	3.5%
Emergency Communications	1,035,229	1,139,581	1,139,581	1,140,265	0.1%
Animal Management	407,854	470,225	470,225	523,334	11.3%
Emergency Management	323,340	251,374	384,207	279,241	-27.3%
Fire Services	928,779	949,212	949,212	980,265	3.3%
Forestry Administration	110,815	103,974	103,974	102,502	-1.4%
Other Emergency Services	39,550	50,000	50,000	50,000	0.0%
Special Appropriations	213,009	224,538	223,717	296,559	32.6%
Non-Departmental #	1,429,497	2,162,173	2,279,125	2,899,752	27.2%
Pass Through Funds	541,192	465,400	577,553	563,950	-2.4%
Contribution to Other Funds	209,109	190,000	835,455	190,000	-77.3%
Contingency	-	180,000	53,754	280,000	420.9%
TOTAL GENERAL FUND	62,316,583	58,968,937	60,360,971	61,296,608	1.6%

Budget FY 16-17 Amended figure includes \$302,000 for Use of Reval. Reserve. Figure is not broken out in Revenue Summary

Budget FY 17-18 Recommended figure includes \$400,000 for Use of Reval. Reserve

OTHER FUNDS

% Change

	BUDGET	BUDGET	BUDGET	FY 2016-17
FY 2015-16	FY 2016-17	FY 2016-17	FY 2017-18	vs.
ACTUAL	APPROVED	AMENDED	AMENDED	FY 2017-18

Fund 27 - EMERGENCY TELEPHONE SYSTEM FUND

Revenues (Shown net of Use of Fund Balance)	422,249	695,523	695,523	388,482	-44.1%
Expenditures	370,581	895,523	926,215	388,482	-58.1%
Fund Balance 6/30/16	419,609				
Est. Fund Balance 6/30/17*	188,917				
Proj. Fund Balance 6/30/18	188,917				

* Reflects FY 2017 expenditures of \$480,000 for 911 backup center, as well as revenue of \$280,000 for corresponding E-911 grant

Fund 20 - R.H. THORNTON LIBRARY MEMORIAL

Revenues (Shown net of Use of Fund Balance)	3,497	20,000	20,000	20,000	0.0%
Expenditures	19,448	20,000	37,750	20,000	-47.0%
Fund Balance 6/30/16	240,274				
Est. Fund Balance 6/30/17*	222,524				
Proj. Fund Balance 6/30/18	222,524				

SOLID WASTE MANAGEMENT-

Fund 59 - CONVENIENCE CENTERS

Revenues/Other Sources (Shown net of Use of Fund Bal)	1,071,435	1,075,930	1,176,320	1,197,500	1.8%
Expenditures/ other uses	1,190,781	1,187,250	2,099,961	1,317,750	-37.2%
Fund Balance 6/30/16 #	619,292				
Est. Fund Balance 6/30/17 @	-304,349				
Proj. Fund Balance 6/30/18	-424,599				

Taken from LOGICS Balance Sheet; @ - includes \$812,000 budgeted transfer to Landfill fund

SOLID WASTE MANAGEMENT-

Fund 60 - LANDFILL OPERATIONS (C&D and MSW)

Revenues/Other Sources (Shown net of Use of Fund Bala	1,688,477	1,346,178	2,088,503	1,397,607	-33.1%
Expenditures/ other uses	1,572,563	1,548,140	2,088,503	1,397,607	-33.1%
Fund Balance 6/30/16 # *	4,417,110				
Est. Fund Balance 6/30/17	4,417,110				
Proj. Fund Balance 6/30/18	4,417,110				

Takend from LOGICS Balance Sheet * Fund Balance does not reflect restriction of funds for Closure/Post-Closure

Fund 65 - STORM WATER MANAGEMENT

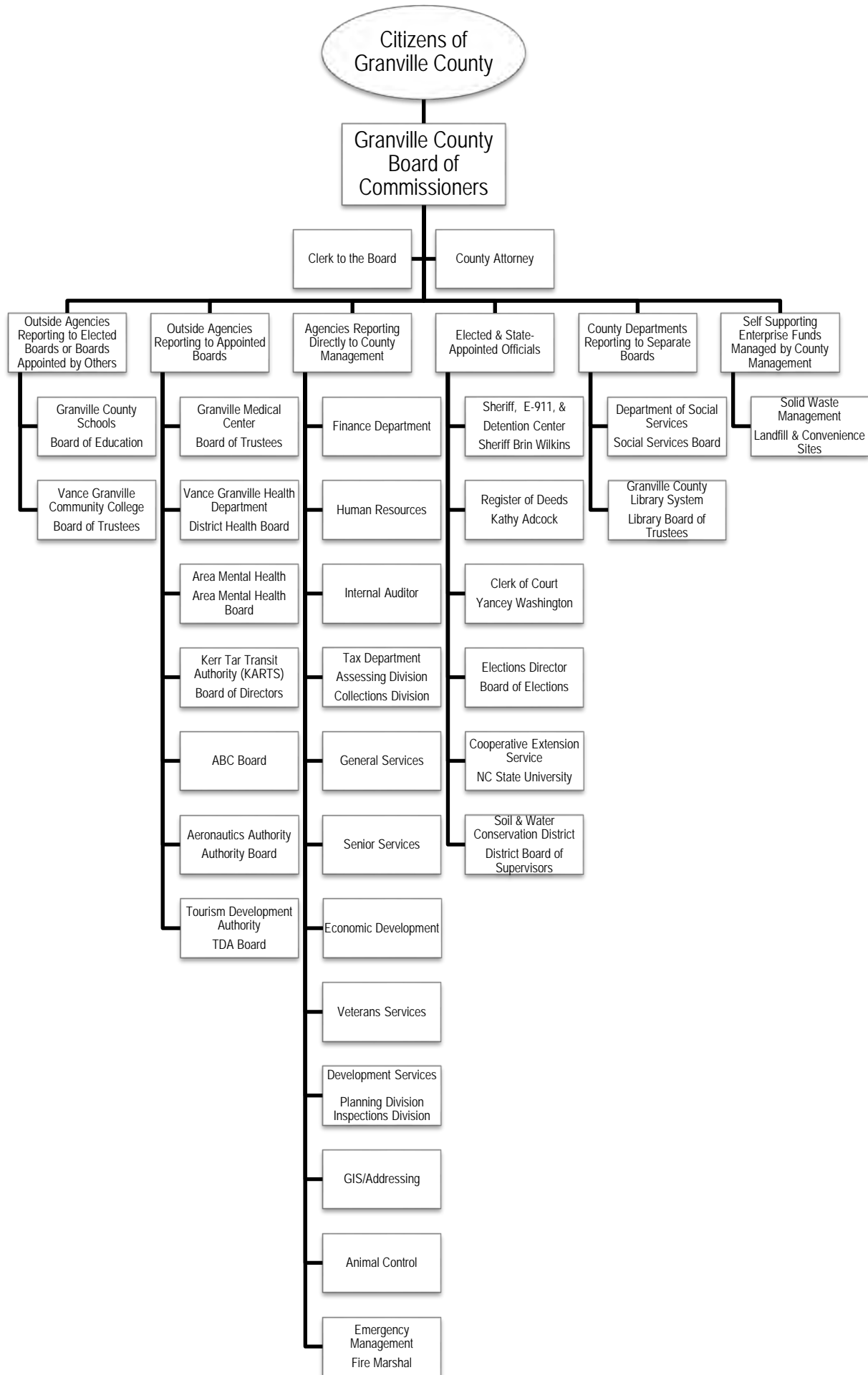
Revenues/Other Sources (Shown net of Use of Fund Bala	416,778	442,846	442,846	353,827	-20.1%
Expenditures/ other uses	309,274	442,846	442,846	361,287	-18.4%
Fund Balance 6/30/16 #	428,639				
Est. Fund Balance 6/30/17	428,639				
Proj. Fund Balance 6/30/18	421,179				

Note: Each Fund is discussed in detail in Section XIV

SECTION VI

General County Government





GOVERNING BODY – BOARD OF COUNTY COMMISSIONERS

The seven (7) member Board is the official policy-making body for Granville County Government. The Chairman, presiding officer of the Board, serves as the official and ceremonial leader of the County and as a voting member. The Chairman, Timothy Karan and the Vice-Chairman, Edgar Smoak were selected by other Board Members in December 2016 and will serve one (1) year terms in these capacities. Each Board Member is elected by District, and the individual candidate must live in the district. Partisan elections are held in even-numbered years. All official actions by the Board are made at public meetings, generally held on the first and third Monday of each month. Each meeting has an agenda and citizens are allowed an opportunity to make public comments to the Board. The Board also conducts special meetings and work sessions on the County's budget and other issues of special interest.

Timothy Karan, Chairman of the Board
Debra Weary, Clerk to the Board

Granville County Administration
141 Williamsboro Street
PO Box 906
Oxford, North Carolina 27565

Phone: (919) 693-4761
Fax: (919) 690-1766
Email: grancomrs@granvillecounty.org

Current Board of Commissioners

District Served

<i>Timothy Karan, Chair</i>	6
<i>Edgar Smoak, Vice-Chair</i>	7
<i>Zelodis Jay</i>	1
<i>David T. Smith</i>	2
<i>Sue Hinman</i>	3
<i>Tony W. Cozart</i>	4
<i>Owen Roberts</i>	5

*District map can be seen on Page 4 of this document.

GOVERNING BOARD	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 108,220	\$ 111,780	\$ 111,780	\$ 111,780
Benefits	\$ 51,959	\$ 61,219	\$ 61,219	\$ 61,219
Operating	\$ 61,061	\$ 72,180	\$ 72,180	\$ 77,462
Capital Outlay	\$ 0	\$ 1,400	\$ 1,400	\$ 1,400
Total	\$ 221,240	\$ 246,579	\$ 246,579	\$ 251,861

GOVERNING BODY – BOARD OF COUNTY COMMISSIONERS

ACCOMPLISHMENTS

- Completed Backup E-911 Facility and County data backup system.
- Worked with the Planning Board and Board of Education to address the economic and educational growth issues of the County.
- Implemented County policies and procedures to assist subdivision property owners with road improvement programs.
- Investigated and held hearings on the development and placement of solar farms.
- Completed the initial planning and zoning for the Law Enforcement Center.
- Implemented the 2020 Long-Range Strategic Plan for the County.
- Continued implementation of State-mandated Falls Lake Rules.
- Increased funding so teacher supplements could be increased from 7% to 10%

GOALS, TARGETS, AND PERFORMANCE MEASURES

- Pursue grant opportunities to improve the quality of life for Granville County citizens.
- Carefully monitor the impact of new programs and enhancements in an effort to keep the tax rate constant.
- Work with the North Carolina Association of County Commissioners and the local State delegation to protect local revenue sources and develop revenue options to address growth issues.

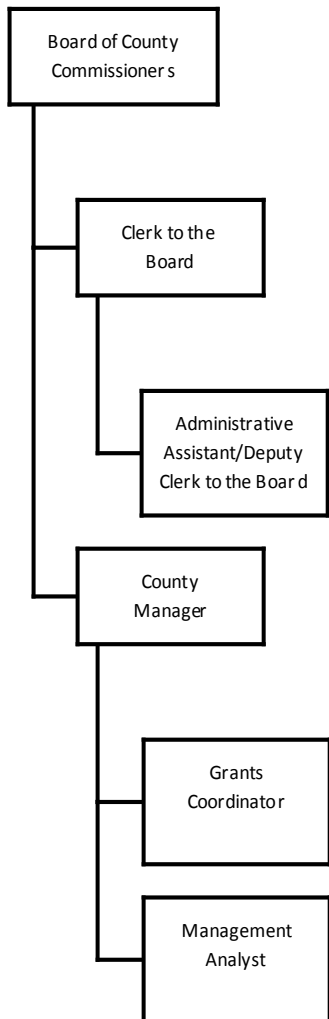
COUNTY ADMINISTRATION

County Administration includes the County Manager, Clerk to the Board, an Administrative Assistant/Deputy Clerk to the Board and Grants Coordinator. The Management Analyst position is currently not funded. The County Manager and the Clerk to the Board are both appointed directly by the Board of Commissioners and serve at their discretion. The major duties of the department include supervising and coordinating the activities of the County-funded departments and agencies. This role differs based on the reporting relationships between the department or agency and the Board of Commissioners. For example, departments or agencies may report to separately appointed boards, the department manager may be elected, or the department manager may be appointed by the State. The organizational chart in the Governing Body section of the budget document lists these agencies and describes the relationships. The County Manager is generally responsible for the following functions: ensuring that all ordinances and policies of the Board are implemented; making recommendations on business matters; recommending an annual budget and keeping the Board informed on the County's financial condition. The County Manager serves in the official capacity of budget officer, personnel officer, and the purchasing official.

Michael Felts, County Manager
 Debra Weary, Clerk to the Board

Granville County Administration
 141 Williamsboro Street
 PO Box 906
 Oxford, North Carolina 27565

Phone: (919) 693-5240
 Fax: (919) 690-1766
 Email: Michael.Felts@granvillecounty.org



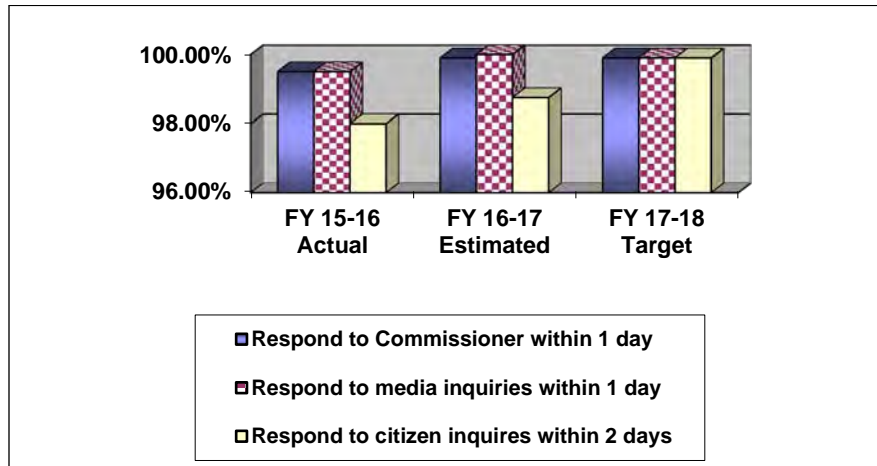
ACCOMPLISHMENTS

- Assisted the Board in working on major projects such as the sub-division road improvement project, E-911 backup upgrade, conditional zoning text changes, and the Law Enforcement Center project planning and zoning.
- Successfully implemented many components of the 2020 Strategic Plan.
- Worked with staff to launch a newly designed web site and implement social media communication via Facebook pages.
- Compiled and delivered agenda materials in a timely manner.
- Compiled and delivered the annual budget according to the approved schedule.

COUNTY ADMINISTRATION

GOALS, TARGETS, AND PERFORMANCE MEASURES

- Compile the Board meeting agenda material and prepare and deliver the agenda packages to Board members in a timely manner.
- Complete the Law Enforcement Center design work and successfully bid out the project.
- Help develop succession planning strategies within County departments.
- To respond to at least 99.9% of Commissioner inquiries within 1 day.
- To respond to at least 99.9% of media inquiries within 1 day.
- To respond to at least 99.9% of citizen inquiries within 2 days.



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
4*	4*	4*	5^	5^

*Management Analyst position frozen. ^ Grants Coordinator position moved from Finance to Administration

ADMINISTRATION	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 216,858	296,554	296,554	269,021
Benefits	\$ 52,285	80,764	80,764	83,351
Operating	\$ 11,484	14,505	14,505	34,945
Capital Outlay	\$ 0	1,500	1,500	2,000
Total	\$ 280,627	393,323	393,323	385,317

INFORMATION TECHNOLOGY

The Information Systems Department provides the County agencies and departments with the expertise required to remain in pace with the demands of a more technologically advanced society. Staff advises department leaders on areas of technology needs and serves as a liasion between the County and vendors hired to install or implement new hardware or software within the County.

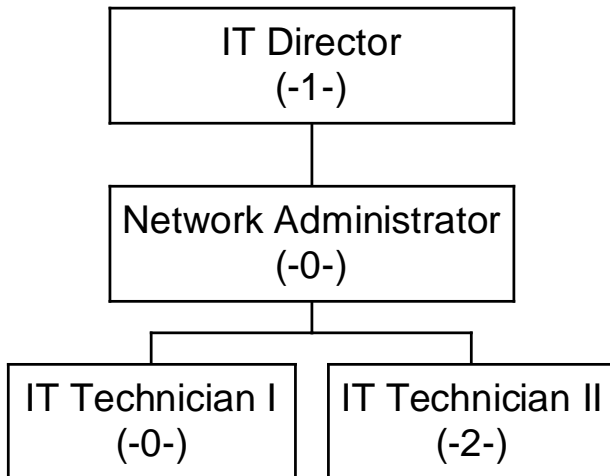
Chris Brame,
IT Director

Granville County Administration
141 Williamsboro Street
PO Box 906
Oxford, North Carolina 27565

Phone: (919) 693-0714

Fax: (919) 690-1766

Email: Chris.Brame@granvillecounty.org



Accomplishments

- ❖ Implement disaster recovery data center in the southern end of Granville County.
- ❖ Moved Granville County existing mail server to Proofpoint.
- ❖ Enhanced Granville County internal help desk solution, Trudesk.

Goals

- ❖ Clean up cabling and Network closets throughout Granville County.
- ❖ Consolidate Virtual Server rolls to shared network resources.
- ❖ Move departments to GranvilleCounty.org domain, and establish security policies for the domain.

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
2	3	3	3	3

Information Systems	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 143,031	\$ 148,098	\$ 152,298	\$ 153,061
Benefits	\$ 42,656	\$ 44,639	\$ 45,265	\$ 45,378
Operating	\$ 2,811	\$ 5,000	\$ 5,000	\$ 5,100
Capital Outlay	\$ 3,358	\$ 3,000	\$ 3,000	\$ 5,100
Total	\$ 191,857	\$ 200,737	\$ 205,563	\$ 208,639

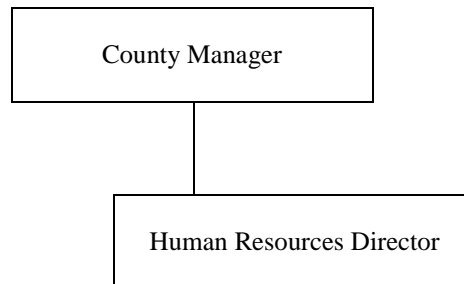
HUMAN RESOURCES

The purpose of the Human Resource Department is to consolidate all personnel related matters under one department. The Human Resource Director is responsible for ensuring the County is in compliance with all applicable Federal and State labor laws, administering all County sponsored benefits and Worker's Compensation, ensuring consistency and fairness in the hiring of County personnel by centralizing the process, and administering and interpreting the County's Personnel Policy. The HR Director also aids in the negotiations of renewals of the different benefit products offered to County employees and acts as the primary source for information regarding these benefit products for employees and retirees.

Wendy Pennington,
Human Resources Director

Granville County Administration
141 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 603-1639
Fax: (919) 690-1766
Email: Wendy.Pennington@granvillecounty.org



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
1	1	1	1	1

HUMAN RESOURCES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 47,750	\$ 49,396	\$ 49,896	\$ 51,153
Benefits	\$ 14,365	\$ 14,884	\$ 14,958	\$ 15,146
Operating	\$ 23,729	\$ 32,400	\$ 32,400	\$ 32,400
Capital Outlay	\$ -	\$ 2,000	\$ 2,000	\$ 1,000
Total	\$ 85,844	\$ 98,680	\$ 99,254	\$ 99,699

HUMAN RESOURCES

ACCOMPLISHMENTS

- Worked with Hill, Chesson & Woody (HCW) to maintain same benefit structure with no premium increases to employees.
- Performed market review on the Tax administration, Zoning, Nurse Aides for Senior Center, Inspectors, and Animal Control.
- Created committee and began work on reviewing Granville County Personnel Ordinance.
- Began implementation of Benefits Administration with PayCom.

GOALS, TARGETS, AND PERFORMANCE MEASURES

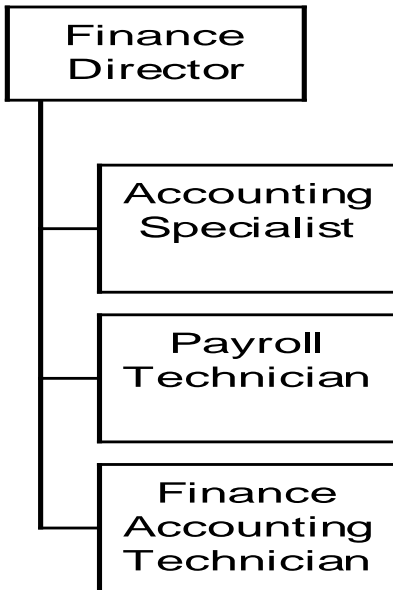
- Continue to enhance leadership training to include all employees to support Strategy 4.1 of the County's 202 Plan.
- Continue comprehensive review of county personnel policy.
- Improve office efficiency and organization in HR department.
- Complete implementation of Benefits Administration with PayCom.

FINANCE DEPARTMENT

The County Finance Department is dedicated to efficiently and effectively administering the fiscal affairs of the County in compliance with State law and Federal regulations and in conformity with generally accepted accounting principles. The Department provides management with the fiscal information and analyses required by a local government in today's ever-changing environment.

The Department is also responsible for determining all of the County's disbursements are issued in strict compliance with the law and the County's budget ordinance, maintaining all records concerning bonded debt and other obligations of the County, supervising the investment of idle funds, and maintaining an effective set of internal controls. The Finance Director serves as a consultant and advisor to the County Manager and Board of County Commissioners on all financial matters.

Steve McNally, Finance Director
 Granville County Finance Department
 141 Williamsboro Street
 PO Box 1286
 Oxford, North Carolina 27565
 Phone: (919) 693-4182
 Fax: (919) 690-1766
 Email: steve.mcnally@granvillecounty.org



HIGHLIGHTS

- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting for seventeen consecutive years.
- Successfully inventoried all rolling stock.
- Perform utility bill audit for the entire County.
- Dispose of surplus property (namely vehicles) in a timely manner via GovDeals
- Convert LOGICS financial system to a web-based platform

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17#	FY 17-18
5	5	5	4	4

- The Finance Director also serves as the Finance Officer of the Tourism Development Authority and South Granville Memorial Gardens.
- # Grants Coordinator position was moved from Finance to Administration.

FINANCE DEPARTMENT

GOALS, TARGETS, AND PERFORMANCE MEASURES

- Set up fund and billing/collection system for assessment of subdivision road improvements
- Cross-Train Staff on the Accounts Payable function
- Obtain Board approval to increase the minimum PO requirement to at least \$500

Finance Department	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 254,886	\$ 229,113	\$ 229,113	\$ 231,938
Benefits	\$ 61,511	\$ 64,234	\$ 64,234	\$ 64,655
Operating	\$ 126,963	\$ 129,525	\$ 129,525	\$ 123,300
Capital Outlay	\$ 1,297	\$ 1,300	\$ 1,300	\$ 1,500
Total	\$ 444,658	\$ 424,172	\$ 424,172	\$ 421,393

INTERNAL AUDIT

The Internal Audit Department provides monitoring services that are designed to add value and improve operations. The Internal Audit Department provides reasonable assurance that the County has an operating and effective system of internal controls and assists members of management in evaluating the efficiency and effectiveness of operations. This is established by reviews and assessments of internal controls, test of compliance with federal and state rules and regulations, test of adherence to County policies and procedures, evaluations of business processes and investigations of alleged improper transactions.

Monique r. Heggie,
Internal Auditor

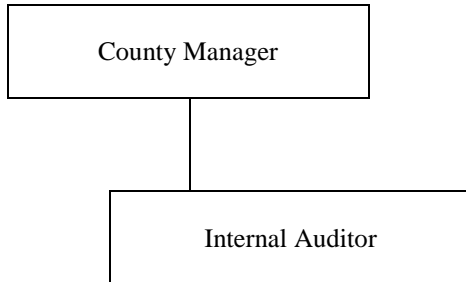
Granville County
PO Box 26, 310 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 693-9539

Fax: (919) 693-1952

Email: Monique.Heggie@granvillecounty.org

ACCOMPLISHMENTS



- Trained in Department of Social Services.
- Developed a risk assessment of Granville County by reviewing fraud and abuse case in neighboring counties.
- Compiled a single report for cash management procedures within Granville County departments.
- Worked with HR on the start of the update process of the Granville County Personnel Ordinance.
- Had a successful 2016 Exit Conference with External Auditors.

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
1	1	1	1	1

INTERNAL AUDIT

GOALS, TARGETS, AND PERFORMANCE MEASURES

- Plan strategies to remove audit findings from prior year's audit.
- Develop an annual audit plan and perform scheduled audits.
- Attend and participate in Internal Auditing conferences, courses, seminars and webinars.
- Incorporate Departmental 5 year plan.

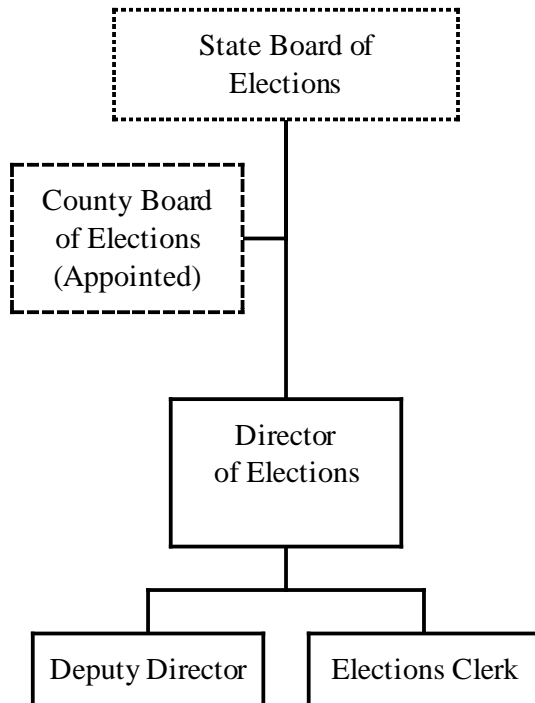
Internal Audit	FY 15-16 Actuals	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 59,399	\$ 58,604	\$ 62,604	\$ 62,315
Benefits	\$ 15,517	\$ 16,256	\$ 17,352	\$ 16,809
Operating	\$ 2,909	\$ 7,478	\$ 7,478	\$ 7,318
Capital Outlay	\$ 1,107	\$ 0	\$ 0	\$ 0
Total	\$ 78,932	\$ 82,338	\$ 87,434	\$ 86,442

BOARD OF ELECTIONS

The Board of Elections exists to conduct fair and impartial county, state, and federal elections. It continually maintains the voter registration database by removing deceased voters and felons, based on a state list, and removing voters who have moved out of the County or state. It provides statistical information to the public, students, and universities. It produces lists and mailing labels for candidates, parties, insurance agents, and businesses. It provides the public with information that is public record. It processes a large number of voter registration forms from the public and from agencies such as Social Services, DMV, Employment Security Commission, and the library. It works with municipalities to implement annexations and maintain accurate maps for the public. It conducts mailings to inform voters of annexations, road name changes, polling place changes, etc. It holds voter registration drives, and trains the public to conduct these drives. It does presentations to the public to educate them about voting. It surveys all polling places and ensures they are ADA compliant. The Board of Elections appoints Chief Judges for a two-year period and appoints poll-workers each election. It also conducts training sessions for the poll-workers before each election.

Tonya Burnette, Director of Elections

Granville County Elections Office
 122 Williamsboro Street
 Oxford, North Carolina 27565
 Phone: (919) 693-2515
 Fax: (919) 690-0245
 E-mail:
tonya.burnette@granvillecounty.org



Accomplishments

- Held a successful Presidential Primary in March of 2016.
- Held a successful special Congressional Primary in June of 2016.
- Held a successful Presidential General Election in November of 2016.
- Trained approx. 200 poll workers to implement changes from court rulings. Changes occurred from one election to another and had to be implemented accurately.
- Experienced a record turnout for the 2016 elections.

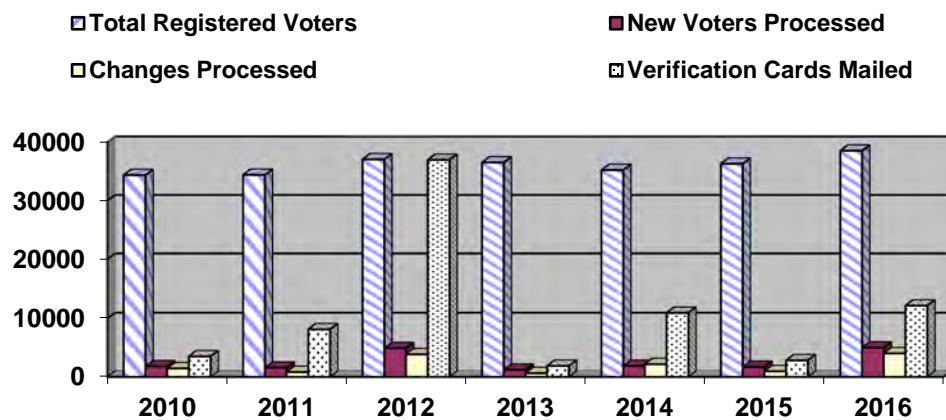
FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
3	3	3	3	3

BOARD OF ELECTIONS

Goals, Targets, and Performance Measures

1. Moving in new office and consolidating everything into one location.
2. Hold a filing period from July 7, 2017 to July 21, 2017.
3. Municipal election on November 7, 2017.
4. Move South Oxford polling place from Agricultural Extension Office to the Richard H. Thornton Library Conference Room.
5. Transfer voters from Corinth precinct to South Oxford precinct, from Antioch and Salem to East Oxford, and from West Oxford Elementary precinct to Credle precinct since certain areas were annexed in the City of Oxford, and the precinct line cannot be moved to match the city limit line.



Board of Elections	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 16-18 Budget
Personnel	\$ 213,274	\$ 252,053	\$ 232,053	\$ 202,320
Benefits	\$ 32,700	\$ 51,601	\$ 51,601	\$ 58,129
Operating	\$ 246,176	\$ 105,602	\$ 195,602	\$ 161,843
Capital Outlay	\$ 28,035	\$ 4,963	\$ 4,963	\$ 0
Total	\$ 520,186	\$ 414,219	\$ 484,219	\$ 422,292

REGISTER OF DEEDS

The Register of Deeds Office exists to provide proper maintenance, storage, recording, and indexing of the County's public records. The Department files and indexes vital records (birth, death and marriages) and issues marriage licenses. Real Estate documents (deeds, deeds of trust, plats, etc.) are recorded, indexed and scanned for permanent records. Military discharges are filed and indexed. The office provides copies of all documents when requested. Oaths of office are given to notaries commissioned in the County.

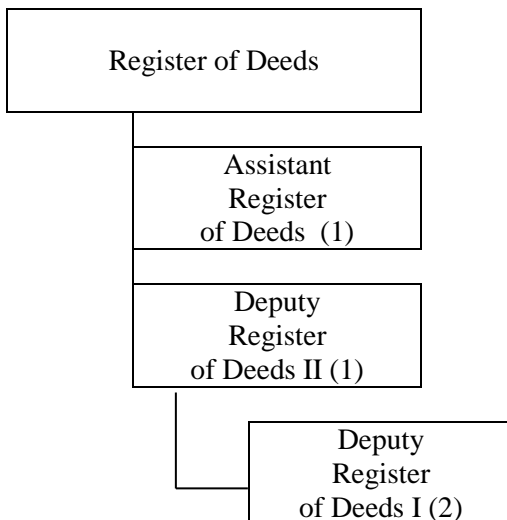
Kathy M. Taylor, Register of Deeds

Granville County Register of Deeds
101 Main Street
Oxford, North Carolina 27565

Phone: (919) 693-6314

Fax: (919) 603-1345

Email: kathy.adcock@granvillecounty.org



Accomplishments

- Scanned Real Estate index 1947-1974 for online search
- Register of Deeds attended NCARD Legislative/Education Conference.
- Register of Deeds and Deputy attended continuing education workshops.

Goals, Targets, and Performance Measures

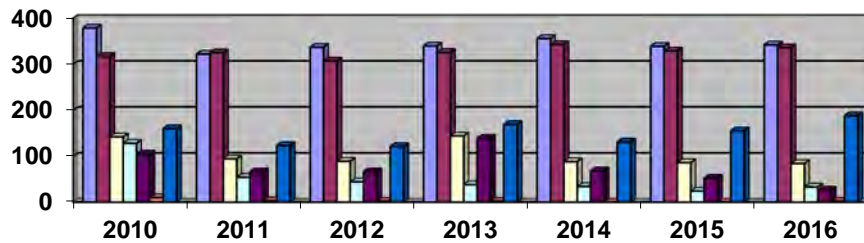
- Scan birth records for all departmental use.
- Attend continuing education workshops.
- Deputies attend Institute of Government Register of Deeds School

REGISTER OF DEEDS

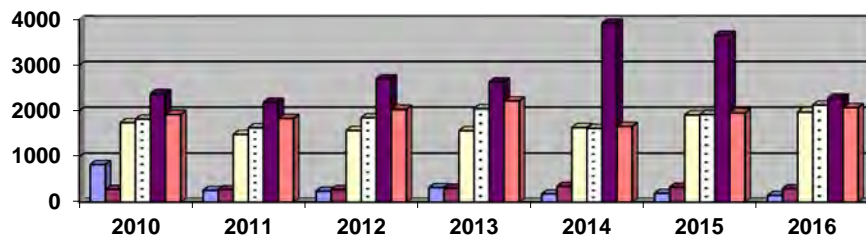
FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
5	5	5	5	5

- Death cert. filed ■ Birth cert. filed □ Marriages certified □ Marriage Licenses issued
- Notary Oaths ■ Discharges filed ■ Plats recorded



- Birth Certified ■ Deaths Certified □ Deeds recorded
- Deeds of Trust recorded ■ Misc. recordings ■ Satisfactions recorded



Register of Deeds	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 179,639	\$ 182,880	\$ 182,880	\$ 188,992
Benefits	\$ 65,314	\$ 69,779	\$ 69,779	\$ 65,780
Operating	\$ 51,151	\$ 39,096	\$ 39,096	\$ 35,997
Capital Outlay	\$ -	\$ 1,400	\$ 1,400	\$ 11,000
Total	\$ 296,104	\$ 293,155	\$ 293,155	\$ 301,769

TAX ADMINISTRATION

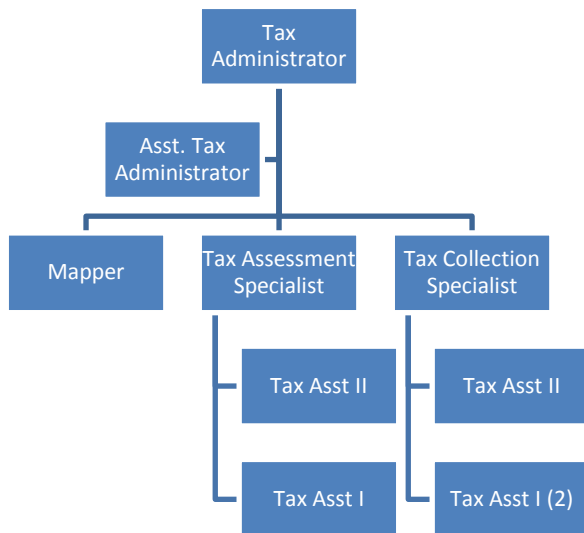
The Tax Department exists for the listing, appraisal, assessment and collection of taxes on real and personal property as required by North Carolina General Statutes. This generates one of the primary sources of revenue to fund all county agencies. The department also determines in which municipal district property is found, assesses and collects the revenue. It is responsible for placing a valuation on all property and keeping a list of current owners. Digital property maps are maintained in the department.

Sharon Brooks-Powell, Tax Administrator

Granville County Tax Department
141 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 693-4181
 Fax: (919) 603-1398
 E-mail: Sharon.Powell@granvillecounty.org

Accomplishments



- Collected 99.18% of annual levy.
- Maintained public use workstations to display tax bills, property records and maps.
- Worked with inspections and register of deeds to get property transfer and construction information.
- Maintained digital updates of tax maps.
- Continued audit work to assure listing of all business personal property.

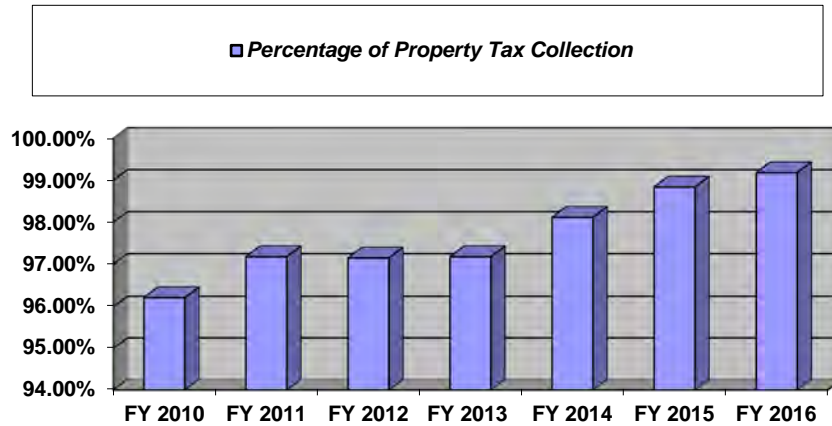
FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
10	10	10	10	10

TAX ADMINISTRATION

Goals, Targets, and Performance Measures

- Certify qualifying staff through the School of Government and NC Department of Revenue. (5)
- Tax Collector Certification through the NC Department of Revenue.
- Update camera system in collections.
- Research candidates for new tax system.
- Streamline processes.



Tax Administration	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 321,648	\$ 344,517	\$ 344,517	\$ 358,423
Benefits	\$ 96,374	\$ 125,764	\$ 125,764	\$ 127,676
Operating	\$ 344,608	\$ 326,900	\$ 326,900	\$ 333,900
Capital Outlay	\$ 9,601	\$ 5,000	\$ 5,000	\$ 7,000
Total	\$ 772,231	\$ 802,181	\$ 802,181	\$ 826,999

GENERAL SERVICES/COURT FACILITIES

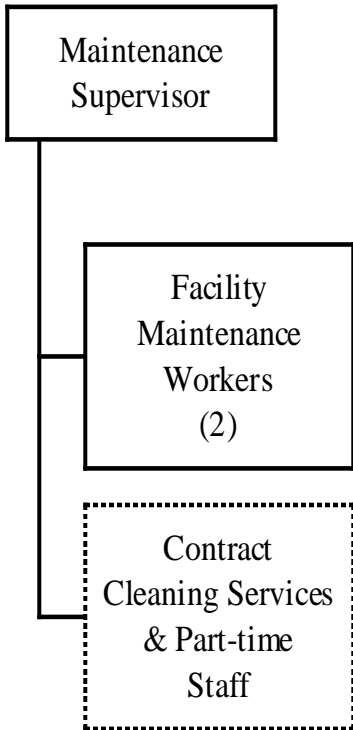
The General Services Department maintains more than 176,000 square feet of office and institutional space in more than 21 buildings. Work includes cleaning and general maintenance and repair. The custodial services are performed by both County employees and by a private cleaning company. This cost center also includes the utilities and courthouse expenditures to accommodate the State’s judicial offices.

Gary Bowen,
Maintenance Supervisor

Granville County Maintenance
141 Williamsboro Street
PO Box 906
Oxford, North Carolina 27565

Phone: (919) 603-5335
Fax: (919) 690-1766

Email – Gary.Bowen@granvillecounty.org



HIGHLIGHTS

- Fully Staffed the Department with Facility Maintenance Workers.
- Successfully completed a Request for Proposal for parking lot maintenance contract.
- Assisted with improvements to the Oxford Senior Services Building.
- Installed security lighting at several County facilities.

AUTHORIZED FULL-TIME POSTIONS

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
4	3	3	3	3

GENERAL SERVICES/COURT FACILITIES

GOALS

- Upgrade Security Lighting
- Train Maintenance Technician on HVAC system maintenance
- Create a numbering system that will associate building rooms to their respective heating units.

COUNTY MAINTAINED FACILITIES

Building	Yr	SF
County Administration	1987	17,900
Detention Center	1976	5,760
Courthouse	1852	22,723
Courthouse Annex	1976	7,660
Granville Museum	1930	1,440
Harris Exhibit Hall	1930	6,000
Development Services	1900	11,500
Davis Building	1900	3,600
R.H. Thornton Library	2011	23,675
Stovall Library	2012	4,393
Wall Street Office Bldg	1970	3,750
Stovall Senior Center	1996	1,960
Health Department	1975	7,500
Senior Center - Oxford	1969	22,000
Social Services	2015	43,000
Orange St Comm Ctr	1930	1,750
Multi-Specialty Complex	2005	7,800
Landfill Building - Butner		750
Landfill Building	1975	1,200
South Granville Admin	2001	4,800
Expo & Convention	2011	7,800
South Branch Library & Early College Building	2011	23,310
Berea Library	Lease	1,927
Animal Management Complex	2005	5,350
Economic Development	Lease	2,130
Flat-Top Building (CES)	Lease	6,670

General Services & Court Facilities	FY 16-17 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 151,061	\$ 181,674	\$ 189,174	\$ 185,085
Benefits	\$ 39,375	\$ 45,291	\$ 46,409	\$ 45,800
Operating	\$ 91,359	\$ 108,352	\$ 108,352	\$ 108,262
Utilities	\$ 160,960	\$ 170,000	\$ 170,000	\$ 170,000
Capital Outlays	\$ 436	\$ 1,500	\$ 1,500	\$ 1,500
Court Facilities	\$ 50,869	\$ 63,550	\$ 63,550	\$ 63,550
Total	\$ 494,060	\$ 570,367	\$ 578,985	\$ 574,197

SECTION VII

Human Services



DEPARTMENT OF SOCIAL SERVICES

The Granville County Department of Social Services is 1 of 100 county administered social service agencies. It's enabling authority lies within NCGS §108A-25, and related statutes. The agency is mandated to provide an array of human supportive services that are authorized and funded, in part, by federal and state legislatures. Social service programs enable economically disadvantaged families meet basic survival needs, and provide opportunities for families to gain self-sufficiency through employment. Other DSS programs focus on the protection, prevention, and remediation of abuse, neglect, dependency, and/or exploitation of children and adults.

The department's services are subdivided into three primary service program areas: 1) Public Assistance Programs; 2) Family Services [Child Welfare and Adult Services]; and, 3) Child Support Enforcement. The Public Assistance (PA) programs include: Food & Nutrition Services (FNS), Family & Children (FC-MA) and Adult Medicaid (A-MA), Work First Employment (WF), Emergency Assistance (EA) and General Assistance (GA), Child Day Care (CDC) and Non-Emergency Medicaid Transportation (NEMT). Adult and Child Welfare Services include Child Protective Services (CPS), CW Foster Care, Adoptions, Adult Guardianship, protective payee, personal care services, and case management. Child Support Enforcement services help establish parental responsibility and financial support obligations to ensure child support collections and disbursements.

FY 2017 WORK PLAN HIGHLIGHTS: (Describe and list no more than five (5) key accomplishments of the agency during this current fiscal year).

1. **Goal:** The Work First program will divert 225 families from Welfare enrollment by providing Benefit Diversion assistance.

Result: The Work First program diverted 207 families from welfare by the end of FY 2016. Currently the estimated number of families that will receive Benefit Diversion (BD) services by the end of FY 2017 is estimated at 232. The number Benefit Diverted families assisted is predicted to be about the same as was reported at the end of the previous year and due largely to aggressive interventions by staff.

2. **Goal:** Record case processing times (in days) below the state's tolerance level for the following Adult Medicaid programs:

MAD with a goal @ < 90 Days;
SAD with a goal @ < 60 Days;
MAA, MQB, SAA & FPP goal @ < 45 Days.

Result: The Adult Medicaid program’s application processing times for year end 2016 continue to remain below the State’s tolerance level in all reportable areas:

Goal	FY 2016 Result	FY 2017 Result
MAD goal @ < 90 Days	75.6 days	76.7
SAD goal @ < 60 Days	59.2 days	66.6
MAA, MQB, SAA & FPP goal @ < 45 Days	40.5 days	37.7

The projected results for FY 2017 show the average processing days for MAD and MAA/MQB/SAD/FPP remain below the tolerance level. The average processing time for SAD cases, of which there are less than 20 cases have increased and exceed the tolerance level of < 60 days.

Increases across the board and the time needed to process an average application may continue to increase next year due entirely to issues with NC FAST.

- Goal:** Increase the average number of households that receive monthly food assistance by 2.5% (4,297) over the previous year’s average 4,192 of households served monthly.

Result: The Food and Nutrition Services (FNS) program reported serving a monthly average of 4,035 Households (HH) by the end of the fiscal year 2016. The current monthly average of HH’s served is even less @ 3,667. This dramatic decrease in Food & Nutrition Services appears related to an improved local economy with more people working.

- Goal:** The Child Welfare & Foster Care program will place at least 33% of the children in care with relatives rather than in a foster home, group home or institution.

Result: By the end of fiscal year 2016 the percent of children placed with relatives was dropped to 29.6%. However, in the first 8 months of FY 2017 the average number of children placed with relatives increased to a respectable 40.8%.

- Goal:** Reduce the average Length of Stay (LOS) of the children in DSS – Foster Care custody to 1.25 years.

Result: The FY 2016 average Length of Stay (LOS) of children in DSS’s Foster Care custody was 1.19 years. The department met its goal. By the 8th month of FY 2017 DSS continues to show improvement by decreasing the length of stay to an average 1.15 years.

- Establish ‘paternity’ for at least 100% (State Goal) for Child support Enforcement cases for children born of out wedlock.

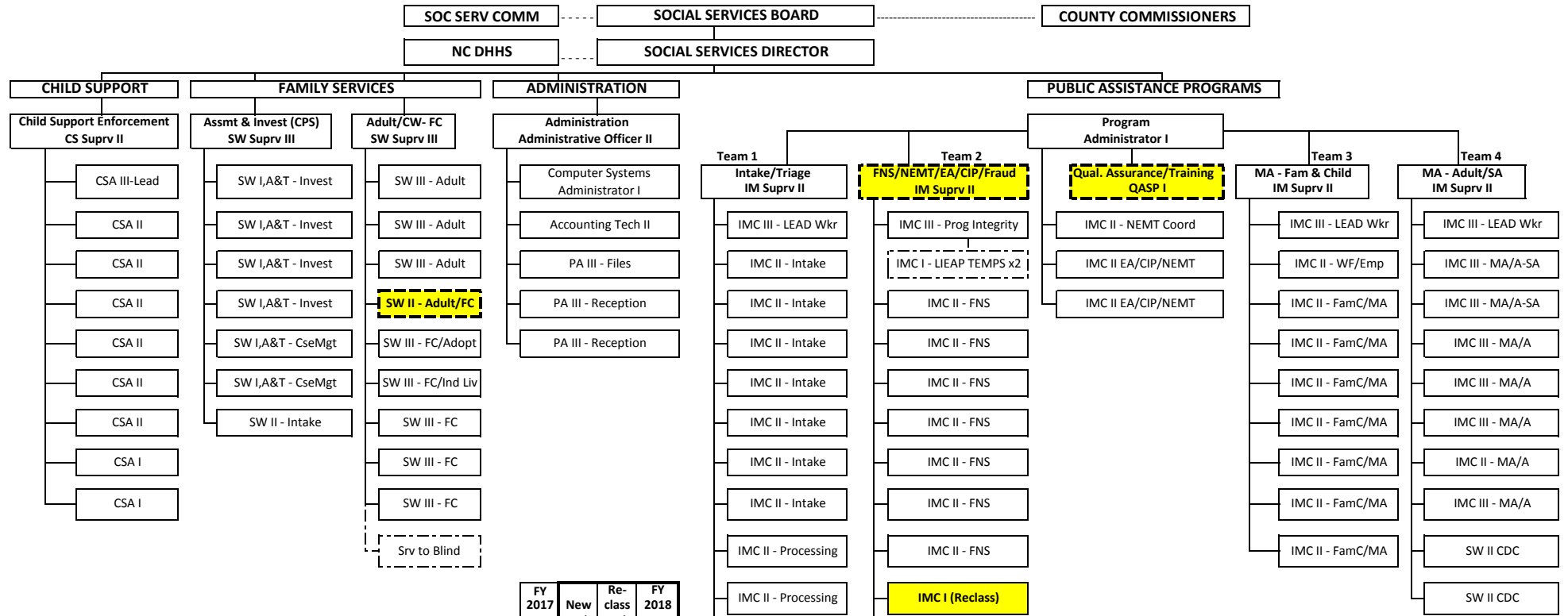
Result: By the end of FY 2016, Paternity had been established for a 100.9% achievement rate. In FY 2017 the state goal was again set at 100% of 1,858 cases. At the 8th month of

FY 2017 the CSE staff have reported a 95.6% (1,776) achievement rating and are on track to over achieve its goal again.

FY 2018 WORK PLAN GOALS: (Describe and list no more than six (6) key goals which the agency looks to achieve during this coming fiscal year.)

1. In FY 2018 the turnover rate at DSS will be reduced from 18.5% to 12%, and the percentage of resignation due to salary issues will not rise above 6%
2. In FY 2018 the agency will establish a formal Awards & Recognition Committee to assist in determining the ways and means for recognizing excellent and/or special performances of staff. 10 ideas will be initiated as evidence of success.
3. In FY 2018 the agency will create three substantial and beneficial work related “tasks” that are designed to engage some Granville citizens to donate their time and effort to projects that promote meaningful volunteerism.
4. To record case processing times (in days) below the state’s tolerance level for the following Adult Medicaid programs:
 - a. MAD @ < 90 Days;
 - b. SAD @ < 60 Days; and
 - c. MAA, MQB, SAA & FPP Other @ < 45 Days.
5. By the end of FY 2017 the agency will have placed at least 33% of the children in DSS’ custody with a relative (kinship placement) who can provide family continuity of care in a less restrictive and less costly environment.

**GRANVILLE COUNTY DEPARTMENT OF SOCIAL SERVICES
PROPOSED TABLE OF ORGANIZATION 2018**

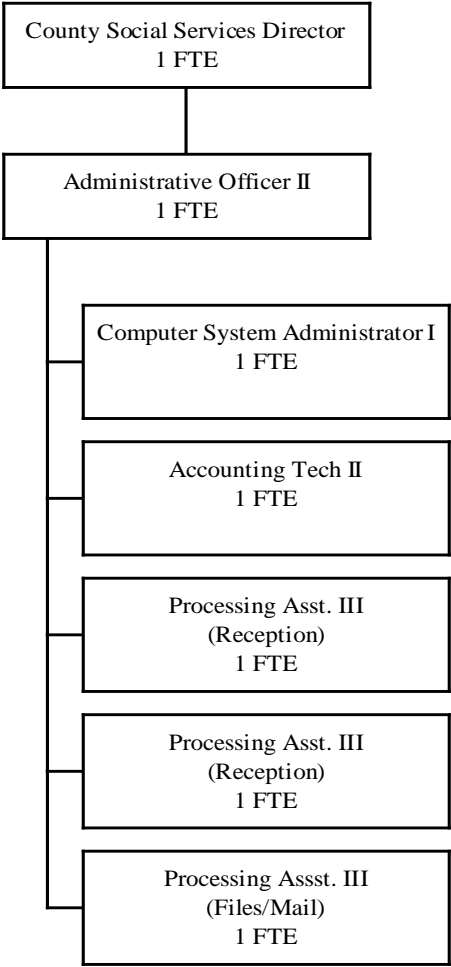


	FY 2017 T.O.	New FTE's	Re-class FTE's	FY 2018 T.O.
ADMINISTRATION	7	0	0	7
SERVICES PROGRAMS				
CHILD SUPPORT ENFORCEMENT	10	0	0	10
CHILD - ASSESSMENT & INVESTIGATION	8	0	0	8
ADULT/CW-FOSTER CARE	9	1	0	10
PUBLIC ASSISTANCE PROGRAMS				
ADMINISTRATOR/EA/NEMT	1	1	0	5
TEAM 1	13	0	0	13
TEAM 2	13	1	2	11
TEAM 3	10	0	0	10
TEAM 4	11	0	0	11
TOTALS:	82	3	2	85

Signifies Requested and/or Reclassified positions

DRAFT

Administration	Department of Social Services	Program/Unit Highlights
-----------------------	--------------------------------------	--------------------------------



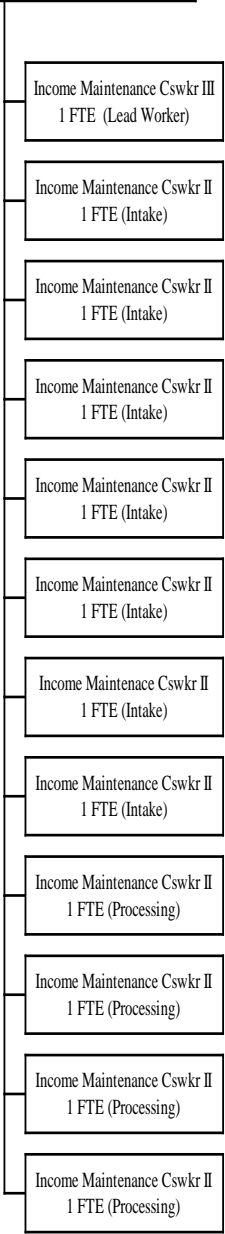
- DSS enabled 30 families enjoy a better Thanksgiving and 89 HH's received Christmas assistance.
- Established a rotating IMC II worker to sit at the front desk to triage walk-in PA applicants and persons dropping off PA documents, thereby reducing the processing time for many applications by several days
- Received approval to increase the base pay of 46 Public Assistance employees by \$1,950 in an effort to stem the tide of resignations due to higher salaries offered by our neighboring counties.

Available Positions:

FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
7	7	7	7	7

Department of Social Services Team 1 (Intake/Triage/FNS & MA Processing)	Program/Unit Highlights
---	--------------------------------

Income Maintenance Supervisor II
1 FTE (Intake & Processing)



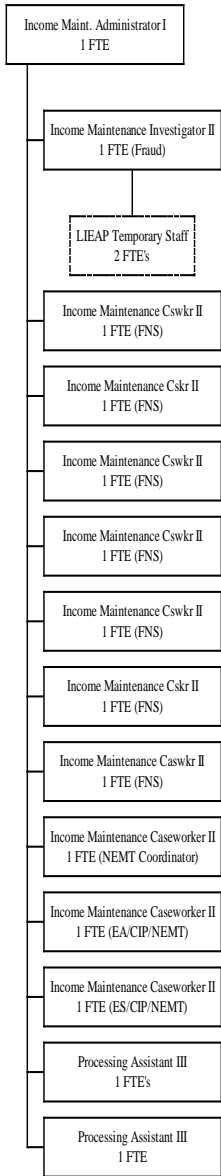
- The Intake caseworkers took in 2,017 FNS applications (438 Emergency Apps and 1579 Regular Apps).
- The average Emergency FNS application was processed in 2.88 days 1.12 days below the 4 day tolerance limit. Regular FNS applications were processed on the average of 9.24 days, 15.76 days below the tolerance limit of 25 days.
- The unit took in 1,494 Family/Child Medicaid applications and processed 1,419 within an average of 41.75 days, 3.75 days below the 45 day tolerance limit.
- Assisted 207 families remain off welfare in FY '16 by utilizing the 'Benefit Diversion' program.

Available Positions:¹

FY 14	FY 15	FY 16 ²	FY17	FY 18
N/A	N/A	13	13	13

¹ A reorganization of Public Assistance staff occurred in FY 2014 to address NC FAST Universal Caseworker staffing issues therefore no data available for FY's 2011 thru 2013.
² The concept of the "Universal Caseworker" was shelved until NC FAST improved.

Department of Social Services
TEAM - 2 FNS/Fraud/NEMT/EA/CIP **Program/Unit Highlights**



- Emergency Assistance served 1,254 families at a total expenditure of \$271,161 for a variety of items e.g., rent, electric, wood, water, kerosene, medicine, etc...
- Non-Emergency Medicaid Transportation (NEMT) decreased its federal costs by \$4,406 over the previous year. Total expense for FY 2015 was \$258,872.
- Team 2 was reorganized into a unit for Food & Nutrition Services (FNS). The universal caseworker concept has been suspended – a return to ‘specialization by program’ has taken place and will remain so until NCFAS improves.

Available Positions:¹

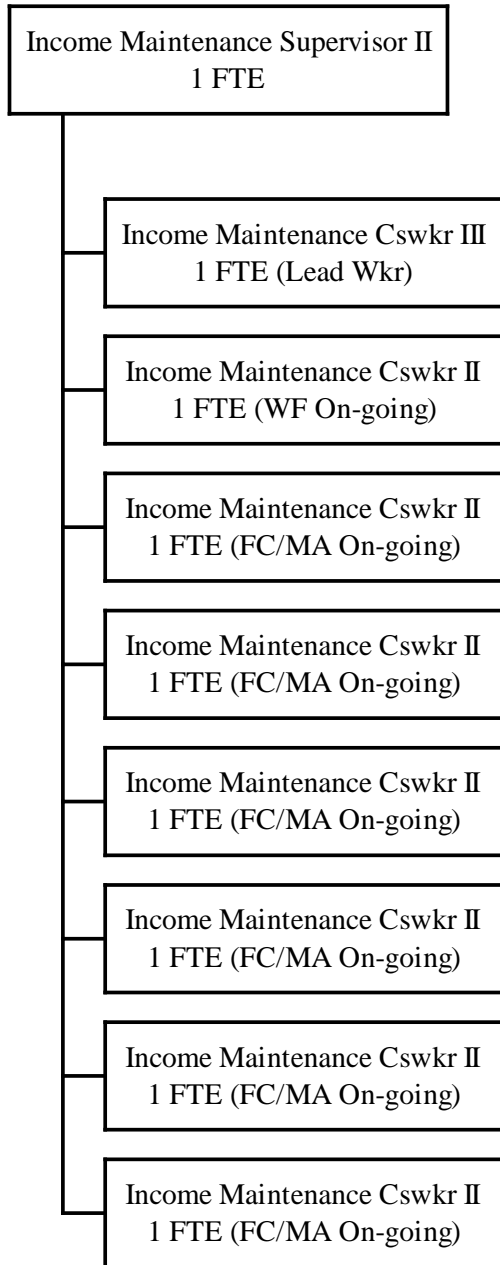
FY 14	FY 15	FY 16	FY 17	FY 18
N/A	9	11	14	14

¹ Reorganization in FY 2014 and in FY 2016

Department of Social Services

Team - 3 Family & Child Medicaid (On-going)

Program/Unit Highlights



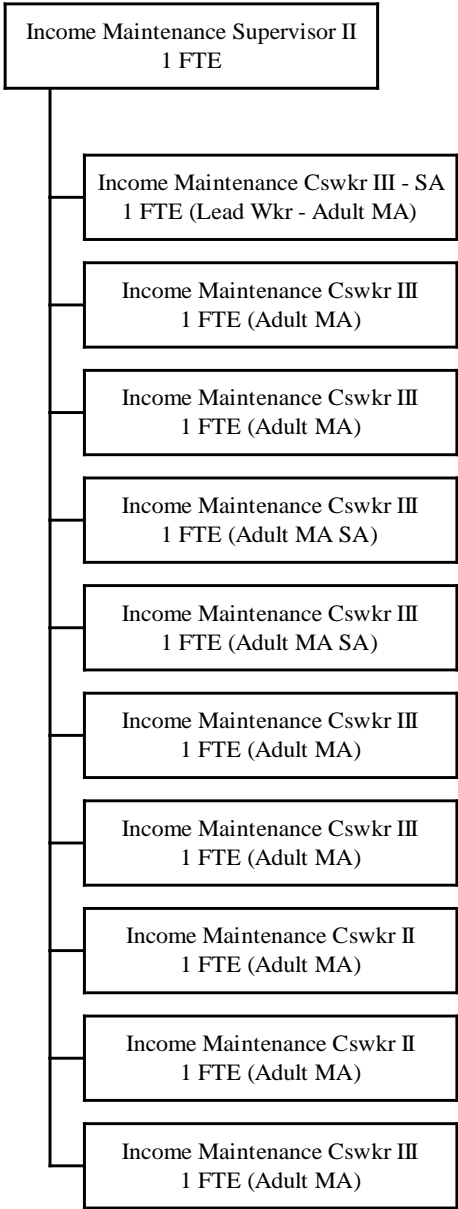
- The average monthly caseload for Family/Children Medicaid at the end of FY 2016 was 5,726 a decrease of **1.8%** from the previous FY's average monthly total of 5,834 cases.
- There is downward trend in FC Medicaid of 2% predicted for FY 2017
- Team 3 is now exclusively Family & Child Medicaid and deals only with on-going Medicaid recertifications.

Available Positions:

FY 14ⁱ	FY 15	FY 16	FY 17	FY 18
N/A	9	9	10	10

ⁱ Reorganization FY 2014 created Team 3, no past data available. Team 3 reorganized again in 2016.

Department of Social Services
TEAM - 4 Adult Medicaid Program/Unit Highlights



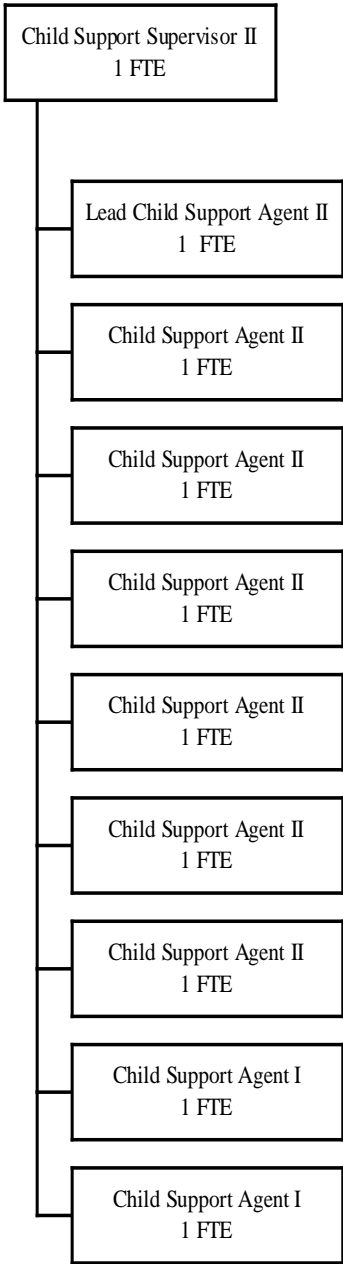
- The average monthly enrollment at year end of FY '16 for Adult Medicaid increased by 35.2% (1,056 cases) to 4,056 up from as the previous year's average of, 3,000.
- Both Medicaid programs are experiencing a significant increase in applications from outside sources such as *Turbo Tax and the Market Place*. Unfortunately only 5% to 8% of these applications are eligible. The time/effort needed to process the ineligible applications is an impediment to the application processing routine.
- Team 4 is still responsible for all Adult MA Intakes, on-Going case management, and recertifications. This team is exclusive to Adult Medicaid.
- The average monthly number of Special Assistances cases appears to have stabilized at 132 a less than 1.5% reduction.

Available Positions:

FY 13	FY 14¹	FY 15	FY 16	FY 17
N/A	10	10	11	11

¹ Reorganization in FY 2014 established Team 4, no comparable data from previous years. Unit reorganized again in FY 2016.

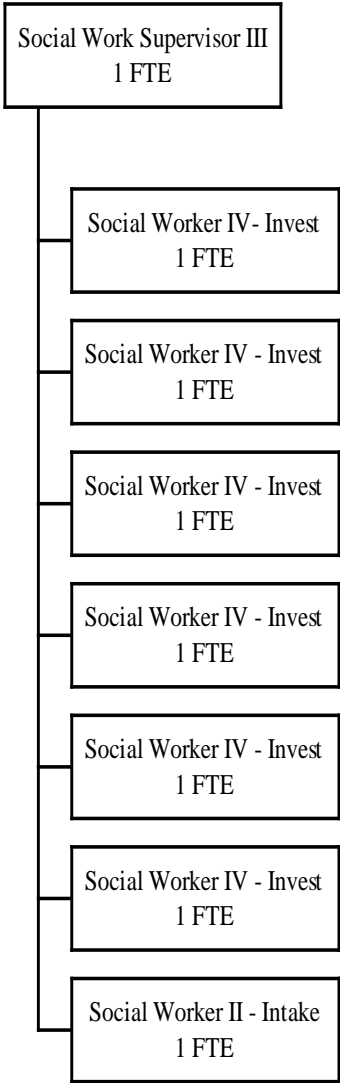
Department of Social Services Child Support Enforcement	Program/Unit Highlights
--	--------------------------------



- CSE collected \$4,659,821 in child support and attained 98.5% of their State goal.
- Established paternity in 1,854 of 1,847 targeted cases for an achievement rating of 100.4%.
- Placed an average of 475 cases a month before the court for a 7.6% decrease over the previous year.
- Exceeded the State’s goal (90%) for the number of cases under order by achieving 90.2% success rate (2,443 of 2,708).

Available Positions:

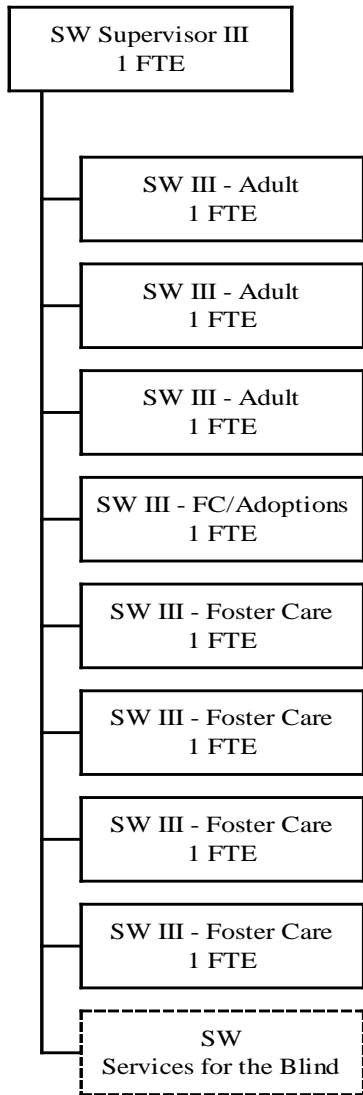
FY 14	FY 15	FY 16	FY 17	FY 18
10	10	10	10	10



- The unit investigated 234 Child Protective Service reports by year end, and 30 less than the previous year.
- Conducted 167 Courtesy Interviews, an increase of 61 from the previous year.
- ‘Neglect’ reports (198) remained the most frequently reported CPS situation and reports of alleged ‘Abuse’ (21) decreased by 9 reports over the previous year’s number.
- Monthly On-Call referrals increased by 11.6% (67 from 60) Unit and banked compensatory time decreased from an average 106.13 hours to 105.0 hours.

Available Positions:

FY 14	FY 15	FY 16	FY 17	FY 18
8	8	8	8	8



- The average number of guardianship cases remained at 20.5 per month. DSS has become the sole source provider for the guardianship of those individuals without relatives. MH and PH are no longer available as guardians.
- APS reports (109) increased by 49.3% over the previous year's total of 73.
- The CW Foster Care unit managed a monthly caseload average of 42 Children in custody with 29.6% placed with relatives at little or no cost to the county, and the average length of stay (LOS) in custody decreased slightly (5.8%) from 1.26 years to 1.19 years.
- There were 12 agency sponsored adoptions and 29 Independent adoptions significantly more than what was reported the previous year (8 agency/6 Independent).

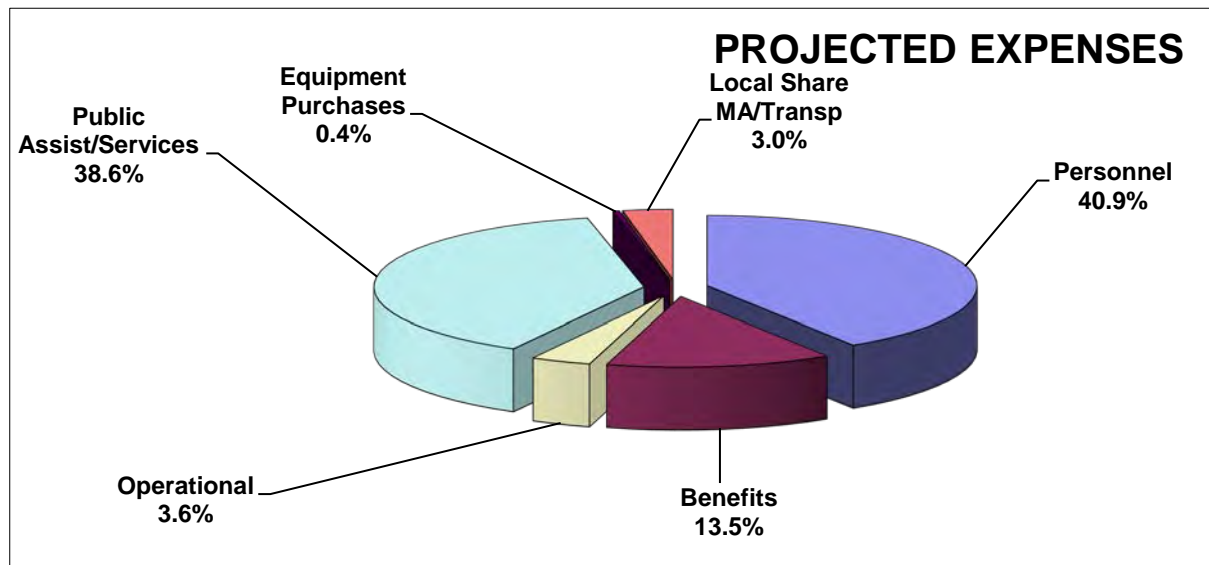
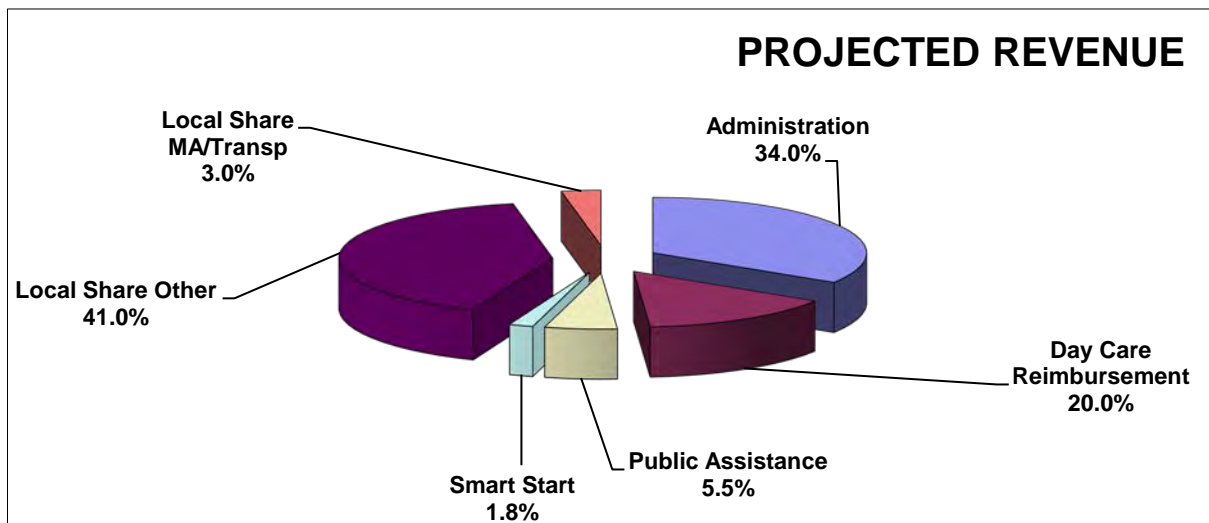
Available Positions:

FY 14	FY 15	FY 16	FY 17	FY 18
9	9	9	9	9

DSS REVENUE/EXPENSES WORKSHEET

Revenue 5300	FY 2014 Actual	FY 2015 Original	FY 2016 Amended	FY 2017 Proposed
Administration	3,255,064	2,200,975	2,347,322	2,829,752
Day Care Reimbursements	1,505,771	1,674,209	1,486,543	1,233,556
Public Assistance	604,455	567,577	429,067	528,303
Smart Start	244,817	151,786	151,786	151,786
Local Share Other	2,410,487	3,523,011	3,687,229	3,485,780
Local Share MA/Transp	20,000	28,900	220,500	248,315
Total	8,040,594	8,146,458	8,322,447	8,477,492

Expenses 5300	FY 2014 Actual	FY 2015 Original	FY 2016 Amended	FY 2017 Proposed
Personnel	2,950,066	2,944,342	3,077,454	3,503,328
Benefits	856,656	885,795	901,584	1,161,238
Operational	329,862	303,425	311,305	304,118
Public Assist/Services	3,864,500	3,962,985	3,790,594	3,218,131
Equipment Purchases	19,510	21,100	21,010	41,830
Local Share MA/Transp	20,000	28,900	220,500	249,346
Total	8,040,594	8,146,547	8,322,447	8,477,492



VETERANS SERVICES

Description: The Veteran’s Services office advises local veterans and their dependents about their rights and entitlements under various state and federal laws. The office actively assists them in completing the necessary forms and papers, obtaining documents and affidavits, and forwarding the same to the North Carolina Division of Veterans Affairs for review and presentation before the U.S. Department of Veterans Affairs. In 2013 the Board of Commissioners formed a Veterans’ Affairs Advisory Committee to assist the Veteran Services Officer.

Doug Vaughan, Veteran Services Officer

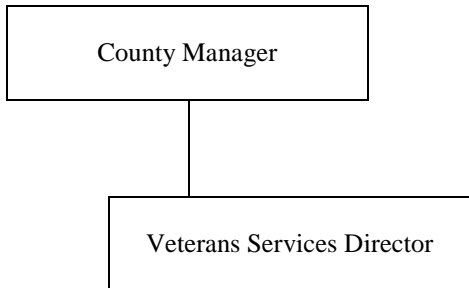
Veterans Services Office
 107 Lanier Street
 Oxford, North Carolina 27565

Phone: (919) 693-1484
 Doug.Vaughan@granvillecounty.org

Services Provided

Eligibility Determination for:

- Disabilities Compensation and Pension
- Education Benefits
- Home Loans
- Insurance
- Death and Burial Benefits
- State Veterans Benefits



FULL-TIME POSITIONS AUTHORIZED

FY 15-16	FY 16-17	FY 17-18
1	1	1

Fiscal Year 2016-2017 Work Plan Highlights:

- Planned, implemented, and or attended over 20 outreach events and or presentations for Veterans with the assistance of the Veterans Affairs Committee.
- Completed approximately 200 claims for Veterans for financial assistance.
- Made approximately 80 home visits.
- Veterans Service Officer is accredited nationally and by the state.

Fiscal Year 2017-2018 Goals:

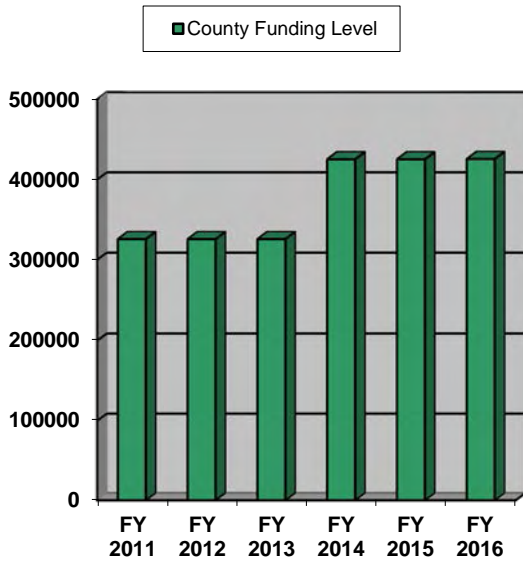
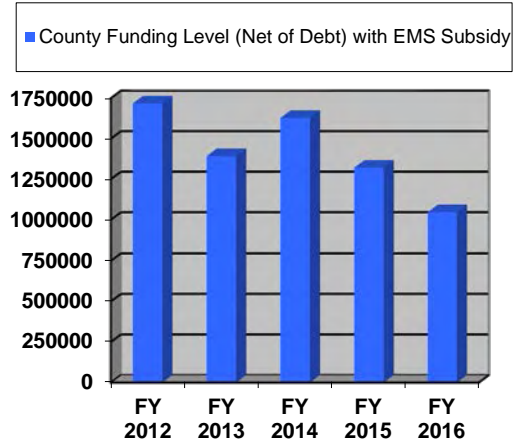
- Reach 500 new Veterans this next year through intentional outreach efforts.
- Complete 250 new claims for Veterans.
- Increase technology usage through implementing the online claims process and records transition to electronic media.
- Implement an effective volunteer structure.

Veterans Services	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 18,271	\$ 41,167	\$ 54,167	\$ 45,233
Benefits	\$ 2,324	\$ 13,658	\$ 15,626	\$ 14,263
Operating	\$ 3,345	\$ 5,405	\$ 5,405	\$ 6,205
Capital Outlay	\$ 1,489	\$ 1,000	\$ 1,000	\$ 1,000
Total	\$ 25,429	\$ 61,230	\$ 76,198	\$ 66,701

HEALTH & MEDICAL SERVICES

Granville Health System

The Board of County Commissioners owns and operates a 62-bed hospital known as the Granville Medical Center. A nine member Board of Trustees appointed by the County Commissioners supervises the operations of the hospital. Two County Commissioners also sit on the Board as ex-officio members. The General Fund contribution to the hospital supports the care of indigent patients, liability insurance, EMS services and certain capital needs. Fees and other revenue support the ongoing operations of the hospital. Recommended funding for fiscal year 2016-2017 is \$214,495 to offset the indigent care cost, \$650,000 for EMS Services, \$50,000 in property insurance, and \$132,873 for capital expenditures. Debt service includes principal of \$ 645,455 and interest of \$619,566. The debt service is funded by a transfer from the Health System at 100%.



Granville-Vance District Health Dept.

Public health services are provided by the Granville County branch of the Vance-Granville Health District, one of the few remaining health districts in the state. Under the full-time direction of the District Director with a staff of nurses, sanitarians, and office personnel, the Department operates with general oversight by the 15 member Board of Health. One County Commissioner in each county serves on the District Board, and the Board of Health appoints the other members, including at least one physician, one dentist, one optometrist, one veterinarian, one registered nurse, one engineer, and one pharmacist. Local funding comprises approximately 11%-15% of the Health

Departments budget, while most of the funding is from state and federal sources. The approved funding for fiscal year 2016-2017 is \$425,308.

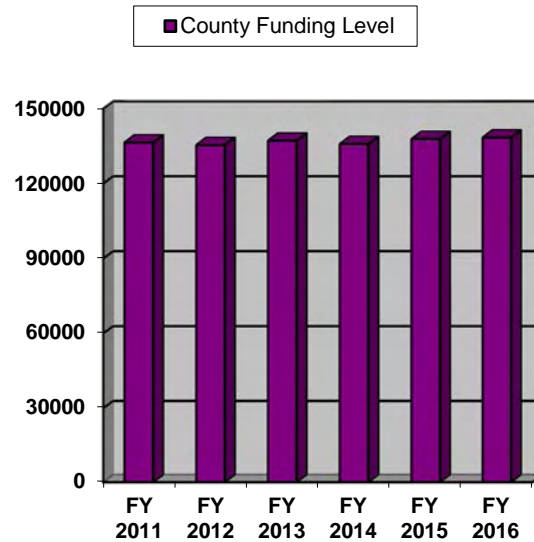
HEALTH & MEDICAL SERVICES

Five County Community Operations Center

(Part of Cardinal Innovations Healthcare Solutions)

A fifteen member Area Board governs the Five County Mental Health Authority which serves Granville, Vance, Warren, Franklin and Halifax Counties. One County Commissioner from each county serves on the Board. In addition each County Board appoints two additional members to the board. The governing board is empowered by G.S. 122-115 to serve as a comprehensive planning, budgeting, implementing and monitoring group for community based mental health, developmental disabilities, and substance abuse programs. The locally adopted mission statement is “to serve all citizens and community partners collaboratively through a comprehensive mental health,

developmental disability and substance abuse system of care which promotes health, safety, and well-being.” The State has enacted significant changes to the mental health system. Granville County has elected to provide the services using the multi-county authority option. This will allow the County to meet the statutory requirements with as few organizational and operational changes as possible. One of the major impacts will be a requirement to shift from a mission that includes direct service provisions, to a local management entity, which is responsible for managing care provided by outside sources.



Health & Medical Services	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
GHS – EMS Service	\$ 650,000	\$ 400,000	\$ 400,000	\$ 550,000
GHS – Indigent Care	\$ 214,495	\$ 214,495	\$ 214,495	\$ 214,495
GHS – Property Ins.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 60,000
GHS - Capital	\$ 132,873	\$ 132,873	\$ 132,873	\$ 132,873
GHS – Debt Service	\$ 1,275,608	\$ 1,265,021	\$ 1,265,021	\$ 1,193,109
Granville-Vance Health District	\$ 425,617	\$ 575,808	\$ 575,808	\$ 655,500
Five County Mental Health Authority	\$ 138,465	\$ 134,846	\$ 134,846	\$ 134,846
Total	2,887,058	\$ 2,773,043	\$ 2,773,04	\$ 2,940,823

SENIOR SERVICES

The Department of Senior Services exists to provide services and programming to the 60-plus population of Granville County. Our mission statement is as follows: *“The mission of Granville County Senior Services is to provide a sense of community, overall health, and independence for senior adults. We strive to be accessible and responsive through programs, services, and advocacy, enhancing the quality of life for our aging population.”*

We operate three multi-purpose senior centers in Granville County where older adults come together for fellowship, activities, and programs. Senior Centers are also a resource for the entire community, providing services and information on aging, as well as assisting family and friends who care for older persons. We provide services to the full spectrum of the aging population – from the well, active seniors to the frail, homebound seniors.

For older persons at risk of losing their self-sufficiency, senior centers are the entry point to an array of services that will help them maintain their independence and help prevent premature institutionalization. These in-home services that are designed to help the frail elderly stay in their homes include aide services, respite time for family caregivers, and home delivered meals. Our knowledgeable social worker and aide supervisor are also key to making appropriate referrals to other agencies and leading families to assistance that exists outside of our agency’s capabilities.

For the well seniors, the department provides several ways to help them preserve or improve their current functioning levels. First, our “Fit Past Fifty” fitness program offers several different levels of exercise classes including aerobics as well as equipment for cardiovascular health, water aerobics for those with back or joint problems, a seated exercise class for less mobile folks where the focus is on stretching and increasing circulation, yoga classes that help with balance and relaxation, strength training for overall body strength, and even some one-on-one personal training for those who need supervision. In addition, the senior games program allows seniors to compete with others in their age group in a number of events. We also provide nutritious meals in a supportive, friendly environment within each senior center. In addition, we provide educational programs to help keep the mind stimulated and active, such as driver safety, art, computer classes, bridge lessons, etc. We also try to keep our older adults involved in the community. This is done through intergenerational programs with the schools and girl scouts, group trips, and regional senior games. We also bring a number of presenters and speakers from the community into the senior centers to help keep the seniors informed. Another important service that we offer to the senior adults of Granville County is our Senior Health Insurance Information Program (SHIIP). Through this program, we have primarily 4 staff members who are trained through the insurance commissioner’s office regarding Medicare issues. We offer assistance with issues regarding Medicare parts A & B as well as Part D (the prescription drug portion). Several years ago, we were nominated by the Insurance Commissioner’s office for the statewide *Outstanding County of the Year* award along with four other much larger counties in North Carolina. We have a team of nine full time employees within our three senior centers as well as two full time in-home aides. We also have six part time employees within the senior centers as well as 11 part time in-home aides. Our team focuses daily on our mission statement that we developed for ourselves. We are especially cognizant of the portion of the statement that says “we are accessible and responsive through programs, services and advocacy.” I am so proud of our team and the consistent positive attitude that they have day in and day out. It is our goal that every individual who comes in contact with us feels that their tax dollars are being well-spent!

Kathy May, Director of Senior Services

Granville County Senior Services
101 Lanier Street
Oxford, North Carolina 27565

Phone: (919) 693-1930

Fax: (919) 693-5358

Email: Kathy.May@granvillecounty.org

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
10	10	11	11	11

SENIOR SERVICES

ACCOMPLISHMENTS

- Had 197 participants in different aspects of our fitness program during the first 8 months of this fiscal year. Programs include low impact aerobics, water aerobics, exercise for arthritis/stretch & wiggle, Yoga, etc.
- -Provided 3,214 hours of in-home aide services during the first 8 months of this fiscal year, for 31 individuals who need assistance with personal care but have less than three Activities of Daily Living impairments.
- Provided 12,393 congregate meals within our three senior centers to 235 seniors in the first 8 months of this fiscal year.
- Provided 11,135 home delivered meals to 104 homebound seniors during the 8-month period.
- Mailed out an average of 1,200 copies of our “Senior Connection” newsletter each month.
- Assisted 530 Medicare recipients with prescription drug plans, supplement insurance, and problems with their coverage. We also continue to assist retired State employees with understanding their plan choices.

GOALS, TARGETS, AND PERFORMANCE MEASURES

- Develop and implement new and innovative programs that will more fully utilize our new senior center in Oxford.
- Continue to develop partnerships with others in the community to maximize resources.
- Develop and implement a FALL PREVENTION program.
- Provide CPR and AED training for all senior center employees so we can provide the quickest assistance possible in case of an emergency.
- Continue on-going training of staff through Insurance Commissioner’s Office to ensure up-to-date knowledge of issues regarding Medicare, Supplements to Medicare etc.

Senior Services	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 462,078	\$ 527,597	\$ 527,597	\$ 511,871
Benefits	\$ 132,175	\$ 153,814	\$ 153,814	\$ 152,067
Oxford Center Operations	\$ 101,645	\$ 71,232	\$ 79,661	\$ 71,176
Stovall Center Operations	\$ 48,607	\$ 52,040	\$ 52,040	\$ 50,240
Creedmoor Ct. Operations	\$ 12,329	\$ 14,352	\$ 14,352	\$ 14,335
Grant Programs* - Operations	\$ 432,847	\$ 447,090	\$ 462,585	\$ 456,300
Total	\$ 1,189,682	\$ 1,266,125	\$ 1,290,049	\$ 1,255,989

*Home & Community Care Block Grant Program (HCCBG) and Northern Granville Nutritional Program.

SECTION VIII

Community Services



GRANVILLE COUNTY LIBRARY SYSTEM

Libraries are gateways to information as well as a focal point where the community can gather. The Library augments the educational process, provides recreational activities, as well as opportunities for members of the community to interact with each other through programs and reading groups. The Library provides local residents with the technology required to apply for jobs, research school assignments, programs to encourage reading for all age groups and family genealogical research. In addition to books, magazines, popular films on DVD, music and audiobooks, the Library assists the community by providing information on personal finance, child care information, business plans and advertising information for the small business owner, legal information and most importantly, a place where the community can gather, exchange ideas and keep themselves informed and vital.

Jonathan Bradsher, Library Director

Richard Thornton Library
210 Main Street
Oxford, North Carolina 27565

Phone: (919) 693-1121

Fax: (919) 693-2244

Email: jonathan.bradsher@granvillecounty.org

Accomplishments

- ❖ Continued our “80 Years of Service” celebration in conjunction with the Oxford Bicentennial. County Commissioners gave GCLS a HUGE honor by making an official proclamation in November designating it the **Granville County Library System Month**.
- ❖ Began the migration of the Library catalog into NC Cardinal, a consortium of public libraries across North Carolina. This will increase Granville County’s the access to information tenfold.
- ❖ Increased customer service to the people of Granville County by increasing our inter-branch transits to three times a week. This has not only made us more efficient, but has reduced the turnaround time on patron requests dramatically.
- ❖ We have made our branches more inviting by adding a Mural at Stovall (with one planned for Thornton), as well as the upcoming FOL Book Gateway for the children’s area at Thornton.
- ❖ We have increased the safety of the public by installing security cameras in ALL the branches as well and panic buttons in the two largest facilities.
- ❖ We were able to recover part of our history when we found and restored several cabinets from the old Library, while at the same time we have taken new steps into the future by adding several new databases, including *Fold-3* and *newspapers.com* (for genealogist) which can be accessed from any of our branches.
- ❖ We have instituted several new and highly successful programs such as Tech Tuesday, Adult Coloring, ThursDIY as well as instituting free classes in Arabic (the only library in the state to offer Arabic). We have had many high-profile speakers here, including several that gained us coverage from both Durham’s **Herald-Sun** as well as Raleigh’s **News & Observer**, and this year we had the highest number, ever, to participate in our Summer Reading Program.
- ❖ Due to our outstanding participation in 2016, GCLS again secured programming from UNC Morehead Planetarium for the Science in the Summer (SIS) program, a STEM based project targeting underprivileged children in grades 2nd – 8th. This year, the locations were increased to include both the Richard H. Thornton Branch and the South Branch Libraries.

GRANVILLE COUNTY LIBRARY SYSTEM

Goals

- ❖ Continue to increase the amount and quality of the Adult programming at all branches.
- ❖ Continue to expand children's and teen programming at all Library branches within Granville County.
- ❖ Continue to increase technology access for patrons, including portable hot-spots and Wi-Fi access via the Express Library sites, as well as social media access including website, Facebook & Twitter accounts.
- ❖ Continue development of technology based services for Library patrons, including increasing computer access as well and instituting a regular replacement schedule for computers that we already have.
- ❖ Increase programming for Science in the Summer (SIS) to include a third branch(Stovall) in 2018

FULL-TIME POSITIONS AUTHORIZED

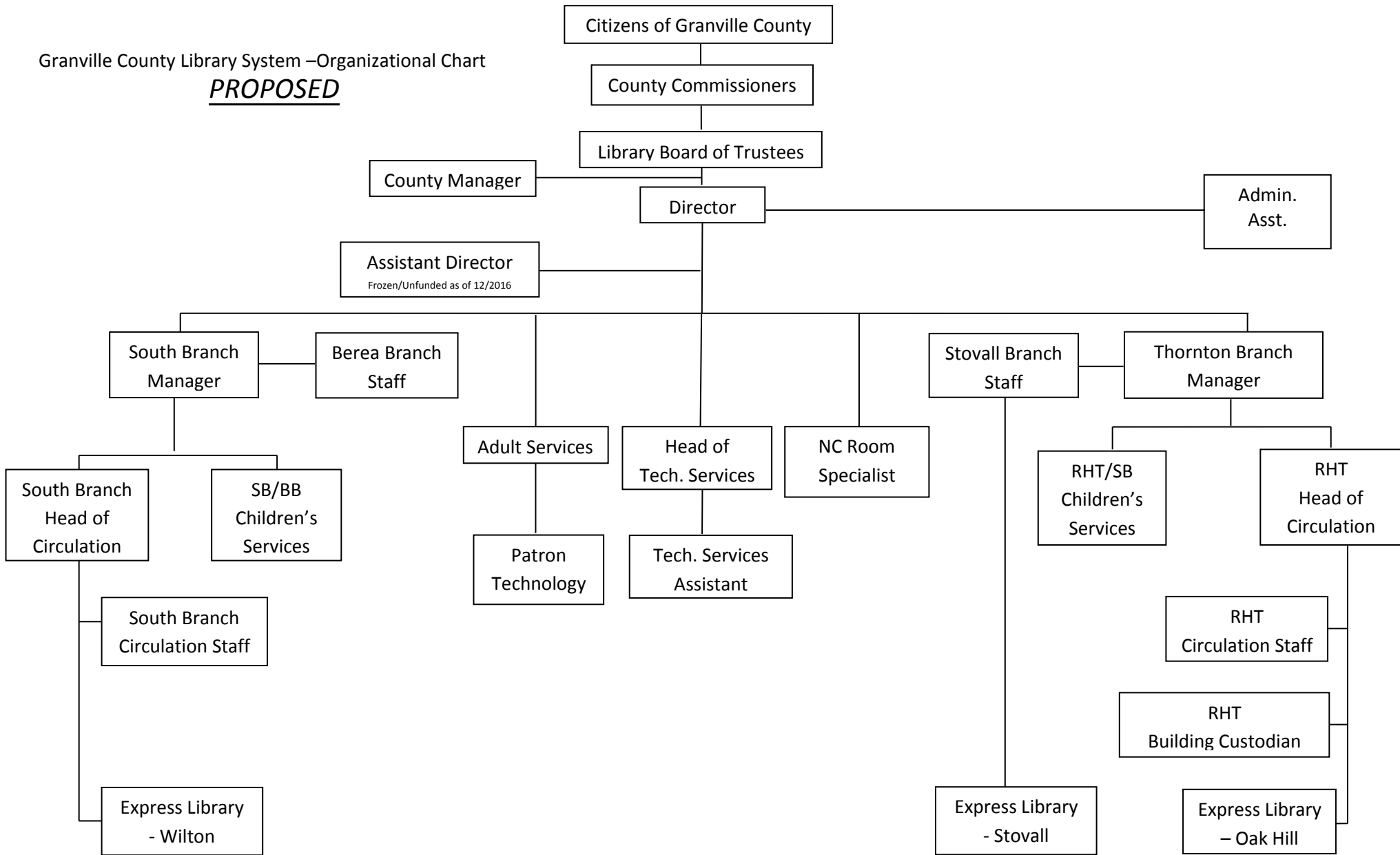
FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
11	11	11	12	13*

*The library organizational structure approved in fiscal year 2015-2016 includes an Assistant Library Director position which is frozen until funded by the Board of Commissioners.

Library System	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 525,329	\$ 604,508	\$ 604,508	\$ 599,360
Benefits	\$ 152,095	\$ 189,100	\$ 189,100	\$ 188,333
Operating	\$ 289,995	\$ 305,300	\$ 305,300	\$ 312,600
Capital Outlay	\$ 0	\$ 1,000	\$ 1,000	\$ 15,000
Library Debt	\$ 610,000	\$ 598,000	\$ 598,000	\$ 598,000
Total	\$ 1,577,419	\$ 1,697,908	\$ 1,697,908	\$ 1,713,293

Granville County Library System –Organizational Chart

PROPOSED



COOPERATIVE EXTENSION SERVICE

The Cooperative Extension Service is a partnership between the County and the University System that brings university research and knowledge resources to help improve the quality of life of Granville County citizens. This assistance is provided in the areas of Agriculture, 4-H and Youth Development, Community Development, Family Nutrition, and Personal Resource Management. More than ever, Cooperative Extension is addressing broad based

Mr. Paul W. Westfall, Extension
Director

Granville County Cooperative Extension Service
125 Oxford Loop Road
Oxford, NC 27565
Phone: (919) 603-1350
Fax: (919) 603-0268

issues in reference to sustainability of farms, farm product marketing, agricultural production techniques, and overall profitability of agricultural and horticultural enterprises. Cooperative Extension works with families to improve their nutritional health, trains families and food service workers in food safety, and teaches limited resource families how to manage their finances. 4-H works through community clubs and school enrichment to train youth in areas of their interests, teaches self-confidence, and provides workforce development training for 4-H members. Cooperative Extension also works with at-risk youth through Youth Community Service and Teen Court programs. The Granville County Cooperative Extension Service's product is education and providing citizens the latest research-based information that benefits farmers, rural and urban residents, families, community and civic leaders, and youth.

Fiscal Year 2016-2017 Work Plan Highlights

- Countywide forestry, animal science, and soil science production meetings are coordinated to provide producers the latest research information to protect, enhance, and manage their commodities/industries. Recertification classes are offered to pesticide applicators in the County during the spring & fall of each year. Manure irrigation systems are calibrated to prevent the application of excess nutrients to fields, preventing nutrient run-off and ensuring clean water in Granville County streams and waterways. Support is given to commodity crop and livestock farmers to improve productivity and profitability. Emphasis is also placed on diversifying the agricultural profile of the County, including "alternative/specialty crops" opportunities and marketing options.
- Family and consumer education programs focus on the nutrition education for families. Programs include Safe Plates, which meets the requirements for food service worker certification, working with Extension Volunteer Association on nutrition programs in the communities, and working with other county agencies and organizations, including the Granville Vance District Health Department to deliver nutrition programs to improve diet and health of Granville County citizens.
- 4-H in the County is involved with school enrichment programs and activities, community clubs, summer camps, and programs for limited resource families and communities. Members participated in a variety of projects, camps, and competitions at the county, district, and state levels. The 4-H BEST program provided services to Granville County juveniles through the Community Service and Restitution Program. Youth received training on behavior modification, career exploration and enrichment

services. The Teen Court program was organized to provide an alternative for youth offenders in sentencing, and to provide workforce training opportunities for teens.

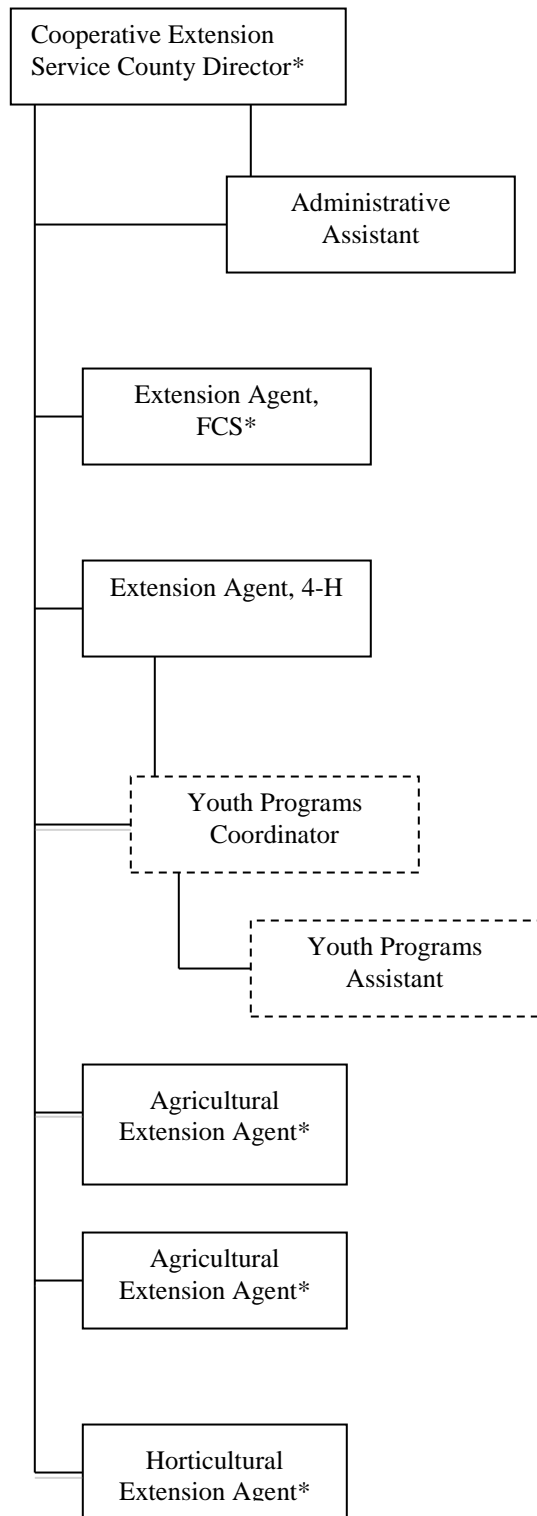
- The Extension Volunteer Association (EVA) works with Extension staff to address strengthening families and building strong communities through leadership development, continuing education, and community service projects. This group of volunteers helps build a “bridge from the university to the people.” EVA sponsors a “Backpack Buddies” program to supply needy children with food over weekends.

Fiscal Year 2017-2018 Goals

- Increase the profit potential of agricultural producers through optimized production practices and improved marketing strategies. Protect the environment and natural resources. Work with Agricultural Landowners and County Government to establish farmland protection programs. Strengthen the economy through profitable, sustainable, and safe agricultural, food, forest, and green industry systems.
- Work with new and existing field crop producers and fruit and vegetable growers to help them diversify their farm operations to include high value horticultural crops, realizing several marketing options, and obtaining a greater income per acre.
- Increase the visibility and number of youth in the 4-H program through more 4-H Community Clubs, and 4-H school enrichment and special interest programs. Will also “grow” the 4-H BEST, Juvenile Crime Prevention and Teen Court programs that target at-risk youth, through program and curriculum offerings through the schools.
- Empower youth and families to lead healthier lives and become community leaders.
- Improve health of citizens through nutrition education and food safety training in the community by working with food service workers and families.

Cooperative Extension	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel (Send-In Salaries)	\$ 128,299	\$ 225,000	\$ 225,000	\$ 225,000
Operating	\$ 47,940	\$ 37,346	\$ 43,725	\$ 44,646
Capital Outlay	\$ 0	\$ 0		
4-H Best & U.T.G. Granville and Warren	\$ 119,800	\$ 114,974	\$ 118,225	\$ 106,719
Total	\$ 296,039	\$ 377,320	\$ 386,950	\$ 376,365

Organization Chart
Granville County Cooperative Extension Service



* Positions shared with Person County
▪ Dotted lines reflect grant-funded positions.

RECREATION

For the past several years, the Board of Commissioners has used the Recreation Master Plan to guide the development of programs and to address the needs for recreational facilities in the County. Significant progress has been achieved in the implementation of the plan, which has been revised and updated periodically. Some of the successes have included the following: (1) Inclusion of systematic funding plans; (2) Activation of the occupancy tax to be earmarked for recreational facilities; (3) Creation of the Recreation Advisory Committee. (4) Development of regional park facilities; and (5) Creation of a grant programs to encourage the construction of new facilities. Some of the funded items include:



City of Oxford Recreation: The County provides funding for the City to conduct a variety of programming options for children, youth and adults. These programs are open to all residents, although a higher fee is charged to non-city residents for most programs.

South Granville Athletic Association, Inc.: This is a non-profit all volunteer agency that conducts sports leagues for youth and adults. Association activities were first developed in 1959, when Mr. Sid Oakley identified a need to provide youth amateur athletics to a group in the Butner area. In the same period, Mr. B. C. Roberts formed a Boy's Club and had the same goals for the Creedmoor community. Two ball teams were formed and continued to play in competitive sports in surrounding communities. The Association has grown rapidly in recent years and now serves more than 600 youth and adults in the County.

City of Creedmoor: The City maintains several facilities available to County residents. These include a gymnasium, sports fields, and the Lake Rogers recreation area.

Town of Butner: The Town maintains facilities available to County residents. These include a gymnasium and a newly constructed ball field.

Initial Recreation Funding: For the past several years, Granville County has appropriated funding for recreation. Amounts in the initial funding category would be allocated based on recommendations from the Recreation Advisory Committee. This model worked well in past years, however due to changing recreation opportunities throughout the County and changing needs, this model of funding is being revisited by the Advisory Committee. The FY 2017-2018 recommended budget includes funding equal to the prior year and is pending allocation based on a revised funding formula recommendation from the Recreation Advisory Committee.

RECREATION

Sample of Prior Funded Mini – Grant Projects

Playground Equipment – Creedmoor Elementary
 Paved pathway to connect Butner-Stem Elementary & Middle Schools
 Multi-purpose game area – Stovall-Shaw Elementary
 Portable benches – Butner-Stem Middle School
 Covered patio area at Rucker Park Family Pool, picnic shelter at Granville Street Park, dugout covers at Hix Field and Rucker Park – City of Oxford
 Dugouts – Northern Granville Middle School
 Additional play equipment at Lake Rogers Park – City of Creedmoor

Matching Grant Program: The grant program is designed to provide matching funds as seed money for the development or continuation of public leisure services. In fiscal year 2005 funding was set at \$35,000 annually. The grants when funded are typically advertised each year in August and are awarded in January or early February.

Debt Service: The County has elected to present the debt service within the department/function area which originally benefited from the debt proceeds.

Recreation	Actual 2015-2016	Original Budget 2016-2017	Amended Budget 2016-2017	Budget 2017-2018
City of Oxford	\$ 46,921			
Butner Recreation	36,598			
City of Creedmoor	18,768			
Stem Recreation	3,754			
Stovall Recreation	3,754			
South Granville Athletic Assoc.	23,461			
Other Community Projects	57,354			
Initial Recreation Funding		179,543	183,326	187,000
Butner/Creedmoor Independence Day Program	1,500	1,500	1,500	\$ 2,000
Debt Service	41,141	39,643	39,643	32,870
Total	\$ 233,251	\$ 220,686	\$ 224,469	\$ 221,870

GRANVILLE ATHLETIC PARK/JONESLAND ENVIRONMENTAL PRESERVE



The Granville County Recreation Master Plan called for the creation of a regional park facility to serve all county residents. The Granville Athletic Park/Jonesland Environmental Preserve is the result of many groups' efforts to use land donated by the Jonesland Board of Directors and funds earmarked by the Tourism Development Authority to develop a state-of-the-art facility that includes both active and passive recreational opportunities. Granville Athletic Park/Jonesland Environmental Preserve is funded in part from a state grant, LWCF grant, and general obligation bond financing. The debt service on the G.O. Debt was funded in large part through Occupancy Tax revenues provided by the Granville County Tourism Development Authority.

Raymond Allen, Park Superintendent

4615 Belltown Road
 Post Office Box 906
 Oxford, NC 27565

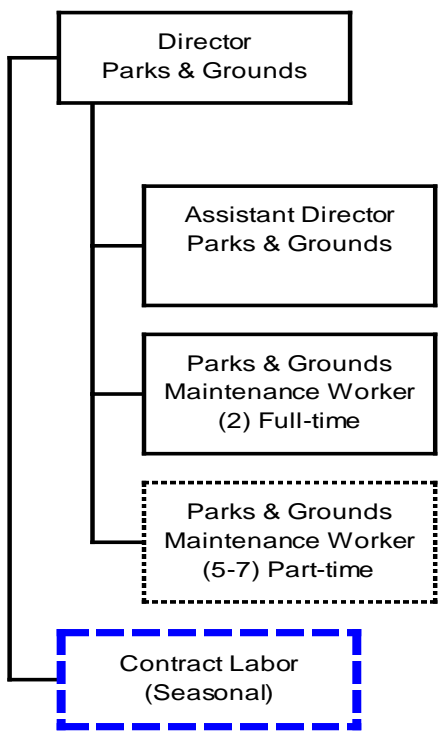
Phone: (919) 693-3716
 Fax: (919) 693-6281
 Email: Raymond.Allen@granvillecounty.org

The existing park includes two and a half soccer fields, amphitheater, two regulation sized baseball/softball fields, paved walking trails, wetlands and forestry educational areas, and other amenities. The park is open from dawn to dusk each day. Phase II includes two lighted multi-purpose fields, a sports pavilion, trails, and a small water park.

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
4	4	4	4	4

GRANVILLE ATHLETIC PARK/JONESLAND ENVIRONMENTAL PRESERVE



ACCOMPLISHMENTS

- Installed 3 Flagpoles at Fields 3 and 4, 10 new foul poles on all fields, and installed irrigation to infields at field 1-4 while reconfiguring irrigation into pond.
- Planted 150 trees around park and fields and cut down 65 trees and stump grinded around Bermuda grass fields to prevent lots of winter kill. Also improved landscaping around office and pavilion.
- Re-fenced spray park and added lean to on new maintenance shed.
- Installed 3rd soccer field for high school and goalie mats for all 3 fields. Replaced all safety nets for cages and L-screens.

GOALS, TARGETS, AND PERFORMANCE OBJECTIVES

- Add batting cage to Field 5.
- Add dirt to each infield and level drag to make level with grass.
- Replace flag pole at office.
- Clean woods up behind soccer field and behind field 1 and 2.
- Plant 30-40 more ornamental trees around park.

GAP/JONESLAND	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 159,825	\$ 183,333	\$ 187,333	\$ 186,495
Benefits	\$ 49,928	\$ 53,063	\$ 53,659	\$ 53,534
Operating	\$ 116,796	\$ 136,850	\$ 141,650	\$ 141,650
Capital Outlay	\$ 27,545	\$ 26,000	\$ 26,000	\$ 27,500
Capital Outlay – Cars	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 354,094	\$ 399,246	\$ 408,642	\$ 409,179

ECONOMIC DEVELOPMENT

Description: The Economic Development Office exists for the purpose of creating capital investment and job creation and retention in Granville County. This is done by competing in the market place of industrial site selection to win new jobs and tax base for the County. The office focuses on the “multiplier-job” projects whose impact produce opportunities for small business and community growth.

Our “product” is most tangibly seen in tax collections and job creation and retention of existing jobs in the County.

By providing professional economic development services and maintaining close relationships with existing industries and promoting policies that support their ability to do business here, the office helps the County create an environment that is conducive to winning new investment.

Harry Mills
Economic Development Director

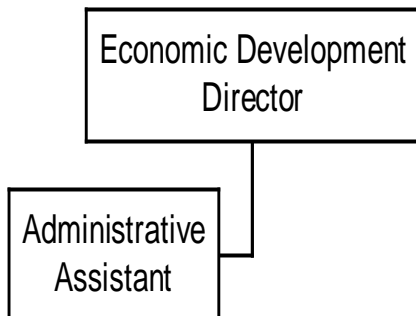
Economic Development
PO Box 26
Oxford, North Carolina 27565

Phone: (919) 693-5911

Fax: (919) 693-1952

Email: Harry.Mills@granvillecounty.org

Accomplishments



- Worked with three existing industries to expand operations by adding capital investment and jobs. We are also assisting four other projects that are considering expansion.
- Have been active in identifying grants and other incentives to assist future and existing companies with projects in Granville County.
- Attended numerous meetings/conferences in and out of the County to promote Granville County for growth and improve our quality of life for the future.
- We have been involved with the county/city/town managers in all of our communities that will continue to move our County forward.
- We have been active in the community by educating and encouraging participation in identifying potential industries that will be an asset to Granville County.
- We have worked with Workforce Developmental Agencies towards addressing the employee shortage with our existing industries.

ECONOMIC DEVELOPMENT

GOALS, TARGETS AND PERFORMANCE MEASURES

- Continue to operate an office within budget and provide professional and quality service to all stakeholders whether internal or external to Granville County.
- Meet with existing companies and industries to make sure that we are meeting the needs of our customers which are existing business/industry.
- Maintain the professional working relationship we have with all recruiting and funding resources that can assist in the recruitment or expansion of business/industry.
- Improve the working relationship of our department with all other sources that provide services to our employers and towns/cities such as Downtown Development Agencies, Tourism Development Authority, Granville County Chamber of Commerce, Granville-Vance Health Department, Vance-Granville Community College, Granville Health System, etc.
- Educate and facilitate workforce training and speaking engagements that assist in increasing the quality workforce that is needed for our existing and potential new business/industries.
- Work closely with Research Triangle Regional Partnership in revamping the program.

Full-Time Positions Authorized

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
2	2	2	2	2

Economic Development	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 97,299	\$ 99,515	\$ 108,515	\$ 109,858
Benefits	\$ 26,797	\$ 29,876	\$ 31,218	\$ 31,417
Operating	\$ 57,948	\$ 43,350	\$ 45,250	\$ 47,300
Capital Outlay	\$ 0	\$ 1,000	\$ 1,000	\$ 1,000
Capital Outlay Cars	\$ 30,120	\$ 0	\$ 0	\$ 0
Debt Service	\$ 3,011,820	\$ 1,627,713	\$ 1,627,713	\$ 1,613,528
Kerr-Tar REDC	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
Downtown Oxford EDC	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total	\$ 3,272,621	\$ 1,857,454	\$ 1,869,696	\$ 1,859,103

TOURISM

In September 2012, the Granville County Board of Commissioners approved the request from the Granville County Tourism Development Authority (TDA) to develop and host a Tourism Development Director position. This position is funded 100% by the Granville County Tourism Development Authority. The position reports directly to the County Manager who supervises the position in accordance with direction from the Tourism Authority Board.

Angela Allen, Tourism Development Director

Tourism Development Authority
 PO Box 820
 Oxford, North Carolina 27565

Phone: (919) 693-6125
 Fax: (919) 693-6126
 Email: angela.allen@granvillecounty.org

Department Goals

- Work with the Granville County Tourism Development Authority Board to complete a Marketing Plan for County Tourism.
- Develop a “Welcome to Granville County” information packet and work with local hotels and motels to distribute the information.
- Continue to monitor visitor feedback surveys submitted by local hotels and motels weekly.

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
0	1	1	1	1

Tourism	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 45,549	\$ 46,903	\$ 46,903	\$ 48,535
Benefits	\$ 13,682	\$ 14,512	\$ 14,512	\$ 14,756
Operating	\$ 0	\$ 0	\$ 0	\$ 0
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 58,280	\$ 61,415	\$ 61,415	\$ 63,291

Note: Operating and Capital Outlay expenditures related to this position are charged directly to the TDA.

GRANVILLE COUNTY DEPARTMENT OF DEVELOPMENT SERVICES

Granville County Development Services reorganized in fiscal year 2000 and combined the Granville County Planning Department and Granville County Inspections Department under one department manager and administrative staff. The purpose of this consolidation was to provide better service to the public as well as reduce the cost of operations. To date, the Department has significantly reduced public complaints regarding bureaucracy and the time involved with the process of permits and has reduced operating expenses by approximately 15%. In 2003, the department assumed the responsibility for management of construction and renovation of County owned facilities. The Department now includes the divisions of Planning, Inspections, and Construction Administration.

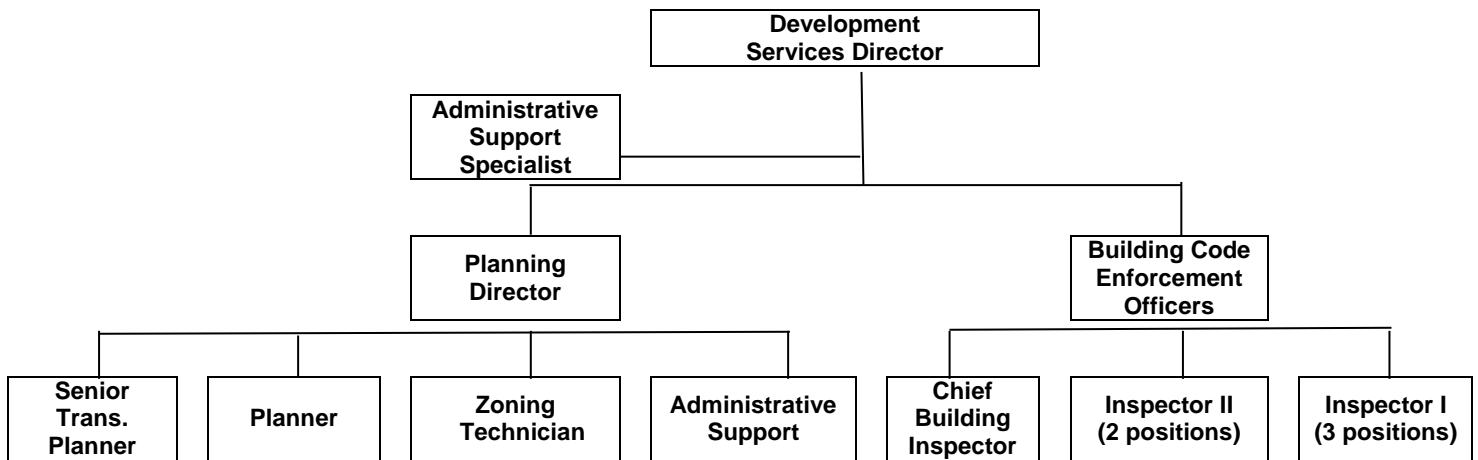
Scott Phillips, Director

Granville County Development Services
122 Williamsboro St.
Oxford, NC 27565

Phone: (919) 693-1326

Fax: (919) 693-6794

Email: scott.phillips@granvillecounty.org



Full-Time Positions Authorized

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Inspections Division	6*	6*	6*	7	8^
Planning Division	5	5	5	5	5

* One (1) position while still authorized was frozen and unfunded for fiscal years 2014, 2015, & 2016.

^ FY 17-18 includes ½ year funding for an Inspector I position.

**Department of Development Services
Division of Inspections**

Description/Mission: The Inspections Division enforces the North Carolina Building Code(s) as determined by the North Carolina Building Code Council and adopted by the North Carolina Legislature. The Code applies to new construction, as well as alterations and modification to existing residential and non-residential buildings. The division reviews construction plans and approves permits for building, electrical, plumbing and mechanical construction or modifications. Certified Code Officials enforce the provisions of the Code by frequent field inspections during various stages of construction.

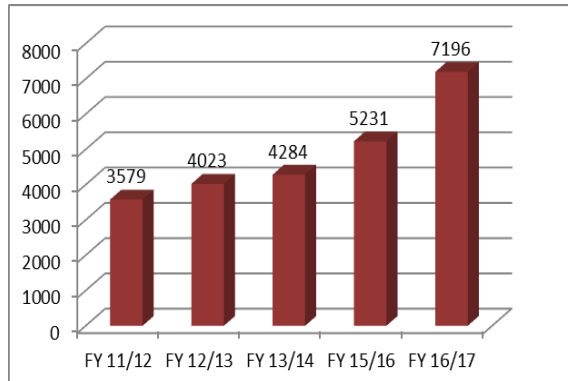
Dale Evans, Chief Building Inspector

Granville County Inspections Division
122 Williamsboro St.
Oxford, North Carolina 27565

Phone: (919) 603-1326

Fax: (919) 693-6794

Email: dale.evans@granvillecounty.org



Accomplishments

- New Inspector has acquired level I standard certifications and currently working on level II.
- Issued 738 Building related permits without error; a 15% increase from last year.
- Performed 7196 Building related inspections; a 27% increase from last year.

Goals, Targets, and Performance Measures

- Review and update our “program” to include written procedures for document retention, customer service guidelines and quality control of Inspections’ staff.
- Hire and begin training for Fire / Building related Inspector.
- Hire and begin training for Building related Inspector.
- Manage work flow in order to maintain 24-hour service.
- Prepare for staff retirement and transition to insure limited loss of customer service.

Developmental Services

Inspections	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 367,956	\$ 396,027	\$ 396,027	\$ 486,515
Benefits	\$ 96,615	\$ 107,915	\$ 107,915	\$ 132,683
Operating	\$ 23,267	\$ 54,111	\$ 54,111	\$ 58,845
Capital Outlay	\$ 21,640	\$ 1,950	\$ 1,950	\$ 4,600
Total	\$ 509,478	\$ 560,003	\$ 560,003	\$ 682,643

DEPARTMENT OF DEVELOPMENT SERVICES DIVISION OF PLANNING

Description/Mission: The Planning Division's responsibilities include planning for, and managing, growth and land-use issues within the County. The division is responsible for the administration and enforcement of the Granville County Land Development Ordinance. The division reviews and approves Zoning and Watershed permits; reviews and approves minor subdivision plats; reviews major subdivision plats; processes Variance, Re-zoning, Conditional Use and Special Use requests; and provides assistance to the Granville County Board of Adjustment, Planning Board, and County Commissioners in their responsibilities and duties. The division further assists the Granville County Comprehensive Transportation Committee, Granville Greenway Committees, Camp Butner Restoration Advisory Board, Capital Area Metropolitan Planning Organization (CAMPO), Kerr-Tar Rural Planning Organization (RPO), and the Upper Neuse River Basin Association (UNRBA) in their work.

Barry Baker, Director

Granville County Planning Division
122 Williamsboro St.
Oxford, North Carolina 27565

Phone: (919) 603-1331

Fax: (919) 693-6794

Email: barry.baker@granvillecounty.org

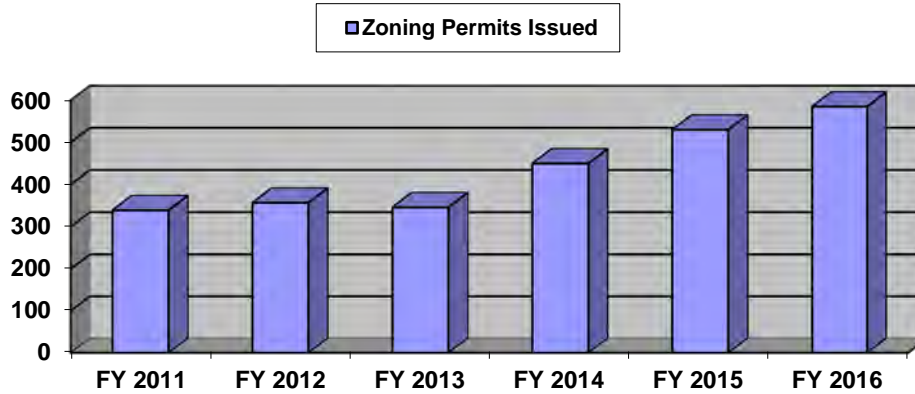
Accomplishments

- Continued implementation of Falls Lake Watershed New Development rules as mandated by the State of North Carolina.
- Update of Granville County Comprehensive Transportation Plan has begun.
- All municipal bicycle and pedestrian plans have been completed.
- First two subdivisions have been approved for street repair using the subdivision road assessment process for repairing subdivision roads to Department of Transportation standards.
- 585 zoning permits issued in FY16-17. 10% increase over FY 15-16.
- Issued 100% of Zoning Permits without error.

Goals, Targets, and Performance Measures

- Primary mission is to serve the public with competent, courteous and efficient personnel.
- Begin the update of the Granville County Comprehensive Transportation Plan.
- Finish and adopt the Granville County Comprehensive Transportation Plan.
- IF required by the State during this fiscal year, begin implementation of the Falls Lake Watershed existing development rule, Phase 1.
- Issue 100% of Zoning Permits without errors.
- 575 Zoning Permits estimated for FY 17-18.

**DEPARTMENT OF DEVELOPMENT SERVICES
DIVISION OF PLANNING**



Planning Division	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 231,882	\$ 239,854	\$ 241,354	\$ 243,765
Benefits	\$ 68,970	\$ 73,067	\$ 73,291	\$ 73,651
Operating	\$ 42,926	\$ 32,303	\$ 32,303	\$ 32,849
Capital Outlay	\$ 702	\$ 600	\$ 600	\$ 2,200
Total	\$ 344,480	\$ 345,824	\$ 347,548	\$ 352,465

DEPARTMENT OF DEVELOPMENT SERVICES DIVISION OF CONSTRUCTION ADMINISTRATION

Description/Mission: The Construction Administration Division is responsible for implementation of the Capital Improvement Projects. The Division works with other departments or agencies in reviewing the project requirements based on needs and function. When necessary, staff retains design professionals for the preparation of drawings and specifications based on the scope of work to be executed. The Division prepares Requests for Proposals (RFP) for public bidding; processes contracts and reviews the work throughout to completion for compliance to the RFP. The Division is also responsible for minority participation while completing the Capital Improvement Projects. The Construction Administration's mission is to provide quality work that satisfies need and function while maintaining an efficient budget.

Scott Phillips, Director

Granville County Planning Division
122 Williamsboro St.
Oxford, North Carolina 27565

Phone: (919) 603-1331

Fax: (919) 693-6794

Email: scott.phillips@granvillecounty.org

Accomplishments

- Provided administrative direction for bidding and project management / construction administration for approved CIP projects that include:
 - Interior Renovations for the Wilton 911 Backup Center
 - Interior / Exterior Refurbishment of the GAP Concession Building / Restrooms
 - Coordinated Cooperative Extension Relocation to NCSU Research Facility
 - Fire Repairs for the Orange Street Community Building
 - Improvements and Interior Modifications to the Administrative Areas of the Courthouse
 - Interior Renovations to the Wall Street Building for Elections
- Secured Landscape Maintenance Contracts for DSS, Senior Center, RHT & South Branch Libraries, and Triangle North
- Implemented Work Order System for General Services
- Implemented Preventative Maintenance Services for County Owned Generators
- Coordinated Services for Various Building Repair Needs

Major Capital Projects Proposed for 2017-2018

- Provide Assistance in Acquiring Construction Manager at Risk for Law Enforcement Center
- Paving Repairs for GAP Parking Lot Access Drive
- Exterior Building Refurbishment – 208 Wall Street
- Courthouse Exterior Painting – Windows & Soffits
- Exterior Lighting Improvements – Various Locations

Development Services

Construction Administration	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	\$ 0	\$ 0	\$ 0	\$ 0
Operating	\$ 317	\$ 500	\$ 1,000	\$ 1,000
Capital Outlay – Operating	\$ 0	\$ 1,000	\$ 1,000	\$ 1,500
Capital Projects: (General)				
Facility Projects	\$ 57,393	\$ 60,000	\$ 70,000	\$ 64,000
Roofing Projects	\$ 72,034	\$ 55,000	\$ 0	\$ 56,000
HVAC Projects	\$ 50,200	\$ 50,000	\$ 50,000	\$ 47,000
Parking Lot Projects	\$ 6,975	\$ 20,000	\$ 20,000	\$ 20,000
Landscaping Projects	\$ 1,691	\$ 10,000	\$ 55,000	\$ 38,000
Water & Sewer Projects	\$ 0	\$ 1,000	\$ 1,000	\$ 1,000
Fire Alarms	\$ 5,021	\$ 10,000	\$ 10,000	\$ 10,000
Other Improvements	\$ 45,515	\$ 80,000	\$ 163,000	\$ 80,000
Capital Projects: (Specific)				
Courthouse Projects	\$ 4,696	\$ 30,200	\$ 30,200	\$ 30,500
Administration Annex	\$ 0	\$ 80,000	\$ 55,500	\$ 25,000
IT, Audio, & Visual	\$ 172,577	\$ 31,000	\$ 31,000	\$ 5,000
Parking Lots	\$ 0	\$ 200	\$ 200	\$ 0
Expo Center	\$ 0	\$ 35,000	\$ 35,000	\$ 37,000
Energy Savings Projects	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000
Habitat Building	\$ 0	\$ 100	\$ 100	\$ 0
CES – Wall Street Project	\$ 3,521	\$ 50,000	\$ 50,000	\$ 63,000
Co-Op Building Repair	\$ 0	\$ 0	\$ 0	\$ 12,000
GAP Projects	\$ 3,474	\$ 20,000	\$ 40,000	\$ 37,500
Wilton Slope Projects	\$ 669	\$ 5,000	\$ 5,500	\$ 3,500
Sheriff & Jail Projects	\$ 0	\$ 200	\$ 200	\$ 0
Animal Control Projects	\$ 3,950	\$ 20,000	\$ 12,000	\$ 10,000
Wilton E-911 Backup	\$ 1,101,839	\$ 2,000	\$ 41,000	\$ 0
Triangle North Road	\$ 29,872	\$ 10,000	\$ 10,000	\$ 18,000
Triangle North Entrance	\$ 3,733	\$ 1,000	\$ 1,000	\$ 0
Senior Center Renovations	\$ 5,497	\$ 0	\$ 0	\$ 0
Master Plan Update	\$ 0	\$ 0	\$ 0	\$ 125,000
Law Enforcement Center	\$ 0	\$ 1,083,275	\$ 1,083,275	\$ 1,083,275
Total	\$ 1,568,974	\$ 1,660,975	\$ 1,770,975	\$ 1,773,275

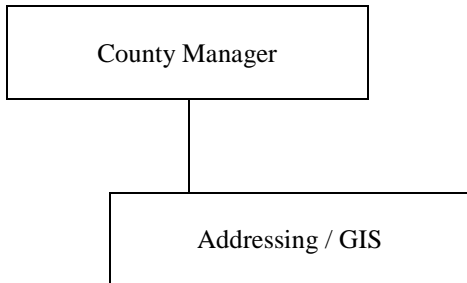
ADDRESSING/GIS

The purpose of the Addressing / GIS Department is to handle all issues pertaining to green street signs. One main function is to ensure that emergency responders know where to go and how to get there. County street maps and the 911 database is maintained through this department. Anything dealing with an address within the County is handled within this department.

Sandy Woody,
Addressing/GIS Manager

Granville County Addressing
122 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 692-1278
Fax: (919) 693-6794
Email: Sandy.Woody@granvillecounty.org



Accomplishments

- ❖ Replaced all State road signs to meet the required reflectivity and lettering
- ❖ Started litter signs campaign
- ❖ Reconciled County line with Wake County

Goals

- ❖ Bring GIS into the spotlight to help other Departments
- ❖ Help with the 2020 Census
- ❖ Litter Signs Campaign Continued
- ❖ Continue to work on County Line Issue
- ❖ Addressing Ordinance

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
0	0	1	1	1

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 46,701	\$ 47,965	\$ 47,965	\$ 50,995
Benefits	\$ 13,806	\$ 14,670	\$ 14,670	\$ 15,122
Operating	\$ 36,754	\$ 33,100	\$ 41,100	\$ 42,950
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0
Total	\$ 97,261	\$ 95,735	\$ 103,735	\$ 109,067

SECTION IX

Education



VANCE-GRANVILLE COMMUNITY COLLEGE

Vance-Granville Community College (VGCC) is a joint venture between Vance County, Franklin County, Warren County, and Granville County, and the State Board of Community Colleges. Local responsibility is divided between the County Commissioners and the VGCC Board of Trustees, the County's primary role being the funding source for the maintenance of facilities. Vance-Granville Community College operates the Main Campus in Vance County, and satellite campuses in: Butner (Granville County), Louisburg (Franklin County) and Warrenton (Warren County), and a Culinary Arts Program located at the Masonic Home for Children (Granville County).

Main Campus Funding Allocation

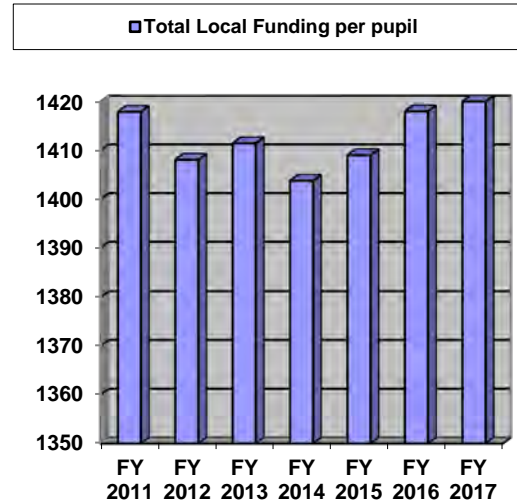
Vance County	75% Current Expense & Capital Outlay
Granville County	25% Current Expense & Capital Outlay

Vance-Granville Community College	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Main Campus- Capital Outlay	\$ 6,240	\$ 6,240	\$ 6,240	\$ 7,907
South Campus- Capital Outlay	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Main Campus – Current Expenditures	\$ 320,420	\$ 320,420	\$ 328,753	\$ 348,087
South Campus – Current Expenditures	\$ 277,745	\$ 351,745	\$ 351,745	\$ 351,745
Culinary Arts Program	\$ 20,800	\$ 20,800	\$ 20,800	\$ 20,800
Corporate Campus	\$ 8,000	\$ 16,000	\$ 16,000	\$
Total	\$ 648,205	\$ 730,205	\$ 738,538	\$ 743,539

GRANVILLE COUNTY SCHOOLS

North Carolina General Statute 115C requires the County Commissioners to fund the following eight specific categories of school operations:

- Buildings, furniture, and apparatus [G.S. 115C-251(b)]
- Garage and maintenance equipment for school buses [G.S. 115C-249(e)]
- Liability insurance [G.S. 115C-47(25)]
- Maintenance of plant [G.S. 115C-521(c) and (d) , to 115C-524]
- Sites [G.S. 115C-117]
- Proper furnishings of the superintendent’s office [G.S. 115C-277]
- Supplies for school buildings [G.S. 115c-522(c)]
- Water supply and sewage facilities [G.S. 115C-522(c)]



The Granville County Board of Commissioners currently provides funding for the required categories and historically has funded instructional programs, pupil supporting services, and significant general administrative expenditures. The County’s appropriations to the Granville County Schools are made to three separate portions of the unit’s budget: current expense, category one capital outlay (building construction and renovation) and category two (equipment) & three (vehicles) capital outlay, combined. The current expense and the category two and three capital outlay are funded by tax revenue that is generated locally. Category one capital outlay, including new construction and renovations to facilities, is funded first from the restricted portion of sales tax and lottery funding, then by general operating funds derived from property tax revenues. School related debt service is funded by the restricted portion of sales tax remaining after Category one capital outlay obligations, restricted public school building funds (held by the State), and lottery proceeds. Any additional school related annual debt requirements are funded by general operating funds derived from property tax revenues.

The School Board requested \$17,704,336 of which \$14,450,595 was for current expense, \$396,707 was for non-building related capital needs, \$2,857,034 for building related capital needs such as building maintenance and renovation. The County Manager’s Recommended Budget recommends education funding of \$13,854,385 for current expense, \$360,000 for category 2 & 3 capital outlay, and \$980,000 for category 1 capital outlay. The remaining requested funds are included in the service expansion portion of the budget document.

During fiscal year 2013-2014, the Granville County Board of Commissioners also approved funding the estimated annual debt service requirements necessary to finance Granville Central High School phase II construction. The additional capital outlay and debt service funding were accomplished through a 3.5¢ property tax increase. As agreed earlier between the Granville County Board of Commissioners and the Board of Education, the base amount of Category I funding would be reduced by the annual debt service amount associated with the early college building portion of the South Campus construction in effect creating a rent payment to the County. This adjustment was made beginning in fiscal year 2011-2012 and in practice, continues in the fiscal year 2017-2018 budget. In fiscal year 2016-2017, the County Board of Commissioners approved funding to raise the teacher supplement from 7% to 10%. The initial year funding increase was estimated at \$1,191,602.

GRANVILLE COUNTY SCHOOLS

FY 2017-2018 Budget Drivers:

- 5.0% Increase in Certified Salaries
- 3.0% Increase in School Based Administrators Salaries
- 2.0% Increase in All Other Salary Expense
- 4.42% Increase in Health Insurance rate (From \$5,659 to \$5,909 per employee)
- 16.0% Increase in Charter School Payments
- 1.0% Increase in Employer Retirement Rate

The following table shows the school's local funding for the last 10 years and the requested funding for fiscal year 2017-2018.

Approved/Amended budgets:

Fiscal Year	Average Daily Membership (See Note)	County Current Expense	Category II & III Capital	Debt Service	Category I Capital	Grand Total
07-08 *	8831	\$ 11,968,276	\$ 464,059	\$ 4,442,563	\$ 649,506	\$ 17,524,404
08-09 ♦	9052	\$ 12,313,287	\$ 368,103	\$ 4,488,753	\$ 675,486	\$ 17,845,629
09-10 †	8830	\$ 12,385,287	\$ 301,707	\$ 4,453,857	\$ 926,086	\$ 18,066,937
10-11	8735	\$ 12,385,287	\$ 301,707	\$ 4,948,576	\$ 675,486	\$ 18,311,056
11-12	8796	\$ 12,385,287	\$ 301,707	\$ 6,046,395	\$ 540,586	\$ 19,273,975
12-13**	8775	\$ 12,385,287	\$ 301,707	\$ 5,909,425	\$1,450,788	\$ 20,047,207
13-14	8823	\$ 12,385,287	\$ 301,707	\$ 6,649,089	\$ 957,671	\$ 20,293,754
14-15	8796	\$ 12,385,287	\$ 301,707	\$ 6,519,933	\$ 957,671	\$ 20,164,598
15-16#	8732 (est.)	\$ 12,385,287	\$ 301,707	\$ 11,675,038	\$1,237,966	\$ 25,599,998
16-17^Δ	8,803 (est.)	\$ 13,576,889	\$ 351,707	\$ 6,374,445	\$1,639,271	\$ 21,942,312

Note: ADM is provided by the School System Finance Department and includes public school ADM and estimated charter school ADM of Granville County students.

Debt Service includes adjustments for payment of an advanced debt refunding and a regular debt refinancing opportunity.

^ Additional funding of \$1,191,602 was authorized during the year to increase teacher supplements from 7% to 10%.

Δ Includes one-time funding of \$681,600 for Category I funding for facility repairs and remediation.

*Includes one-time funding (after adjustment) of \$330,500 for current expense and \$185,114 for category II & III.

♦Includes one-time funding of \$210,000 for current expense and \$850,000 for category I funding.

†Includes an increase of \$72,000 for GCHS mobile units and a one-time Category I increase of \$250,600.

**Includes one-time funding of \$910,202 for category I Capital Outlay- ball field improvements.

FY 17-18 School's Requested: Average Daily Membership planning estimate = 8,803

	\$ 14,450,595	\$ 396,707	\$6,217,060	\$2,857,034	\$ 23,921,396
--	---------------	------------	-------------	-------------	---------------

School related debt service - is required, not GCS requested

FY 17-18 Budget:

	\$ 13,854,385	\$ 360,000	\$ 6,217,060	\$ 980,000	\$ 21,411,445
--	---------------	------------	--------------	------------	---------------

(Adjusted for Early College Lease)

Summary of Funding Levels - Granville County Schools

	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	School's Request FY 17-18	Budget FY 17-18
		Note (7)	Note (8)	Note (9)		Note (10)			Note (11)		
GCS Average Daily Membership	8786	8637	8545	8505	8479	8100	7988 est.	7868 est.	7683 est.		
County Current Expense - Base	\$12,103,287	\$12,313,287	\$12,385,287	\$12,385,287	\$12,385,287	\$12,385,287	\$12,385,287	\$12,385,287	\$12,385,287	\$13,258,993	\$12,632,993
<i>Current Expenses - One Time</i>	\$210,000	\$72,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital - Category II & III - Base	\$290,103	\$301,707	\$301,707	\$301,707	\$301,707	\$301,707	\$301,707	\$301,707	\$351,707	\$396,707	\$360,000
<i>Category II & III - One Time</i>	\$78,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Additional Supplement Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,191,602	\$1,191,602	\$1,221,392
Total General Fund	\$12,681,390	\$12,686,994	\$12,686,994	\$12,686,994	\$12,686,994	\$12,686,994	\$12,686,994	\$12,686,994	\$13,928,596	\$14,847,302	\$14,214,385
Capital - Category I - Base	\$675,486	\$675,486	\$675,486	\$540,586	\$540,586	\$957,671	\$957,671	\$957,671	\$957,671	\$2,857,034	\$980,000
<i>Category I - One Time</i>	\$850,000	\$250,600	\$1,018,000	\$0	\$910,202	\$0	\$0	\$280,295	\$681,600	\$0	\$0
Debt Service	\$4,488,753	\$4,453,857	\$4,948,575	\$6,046,395	\$5,909,425	\$6,649,089	\$6,519,933	\$11,675,038	\$6,374,445		\$6,217,060
Grand Total - All Funds	\$18,695,629	\$18,066,937	\$19,329,055	\$19,273,975	\$20,047,207	\$20,293,754	\$20,164,598	\$25,599,998	\$21,942,312	\$17,704,336	\$21,411,445

- Notes**
- 7) Board approved funding includes funding of \$322,600 for modular units to be placed at Granville Central High School. This funding is considered to be one-time funding and is suggested to be funded from General Fund Appropriated Fund Balance. The Board approved budget also includes a 4.5 cent tax increase to fund debt service for a new elementary school which is not shown in the above information.
 - 8) During fiscal year 2010-2011, the Granville County Board of Commissioner's approved funding for ball fields. \$150,000 for lights on the softball/baseball field, and \$180,000 to grade ball fields for a total of \$330,000 one-time funding. And approved use of Lottery funds for athletic fields.
 - 9) During fiscal year 2011-2012, category I funding was reduced to reflect the lease payment associated with the early college school facility which began operations in August 2011. This amount will be withheld during the debt service period expected to be completed in 2029.
 - 10) Following the budget work sessions, the Granville County Board of Commissioners approved a 3.5% tax increase funding a reoccurring category 1 capital outlay amount of \$400,867 and the estimated annual debt service to finance GCHS Phase II construction. This is estimated at approximately \$1,002,167.
 - 11) The Board of Education's request for FY 2016-2017 includes a request to increase the salary supplement from 7% to 10% for teachers & staff excluding Superintendent, Asst. Superintendents, Directors, Coordinators, Principals, & Technicians.

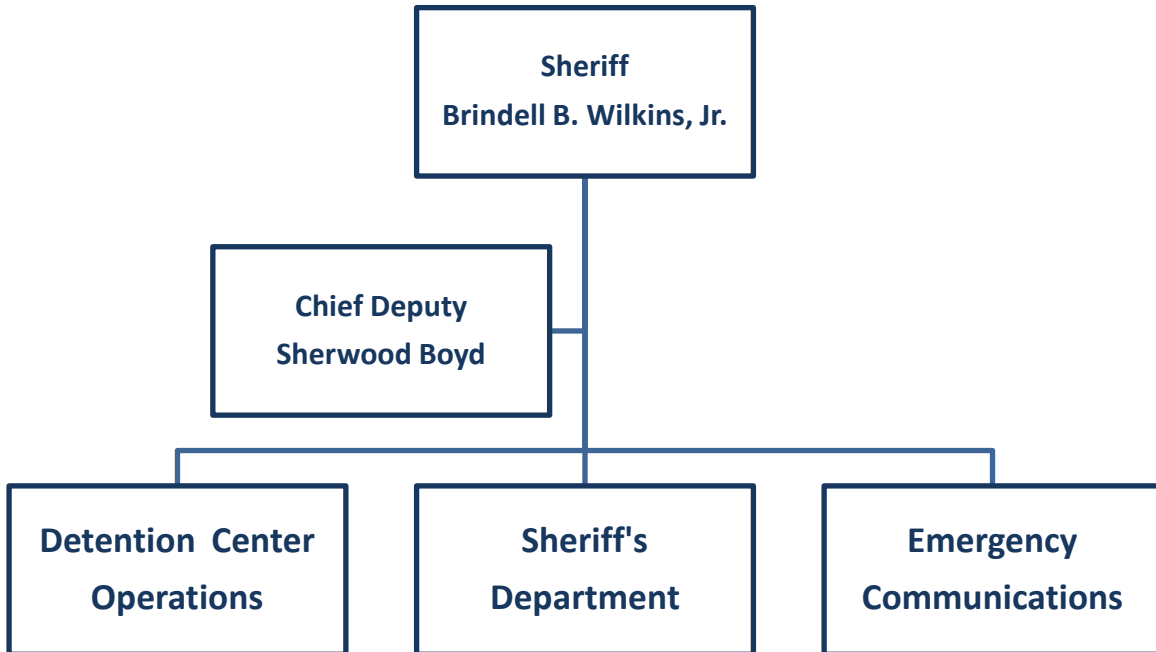
SECTION X

Public Safety



Granville County Sheriff

Brindell B. Wilkins, Jr.



SHERIFF'S DEPARTMENT

The Granville County Sheriff's Office is a constitutional office with responsibilities to keep peace and order throughout the County. Those services range from investigations of larcenies to murders and serving of civil, criminal, court orders and subpoenas. Our office issues gun permits and conducts background investigations on applicants for gun permits as well as prospective employees for the Sheriff's Office and other County agencies upon request. The office also provides courtroom security and escorts for financial institutes and funerals. The Sheriff's Office provides solutions to problems and also serves jury notices for potential jurors. Revenues are produced from service of civil papers and concealed carry and handgun permits. Calls for service are also dispatched from the Sheriff's office as needed.

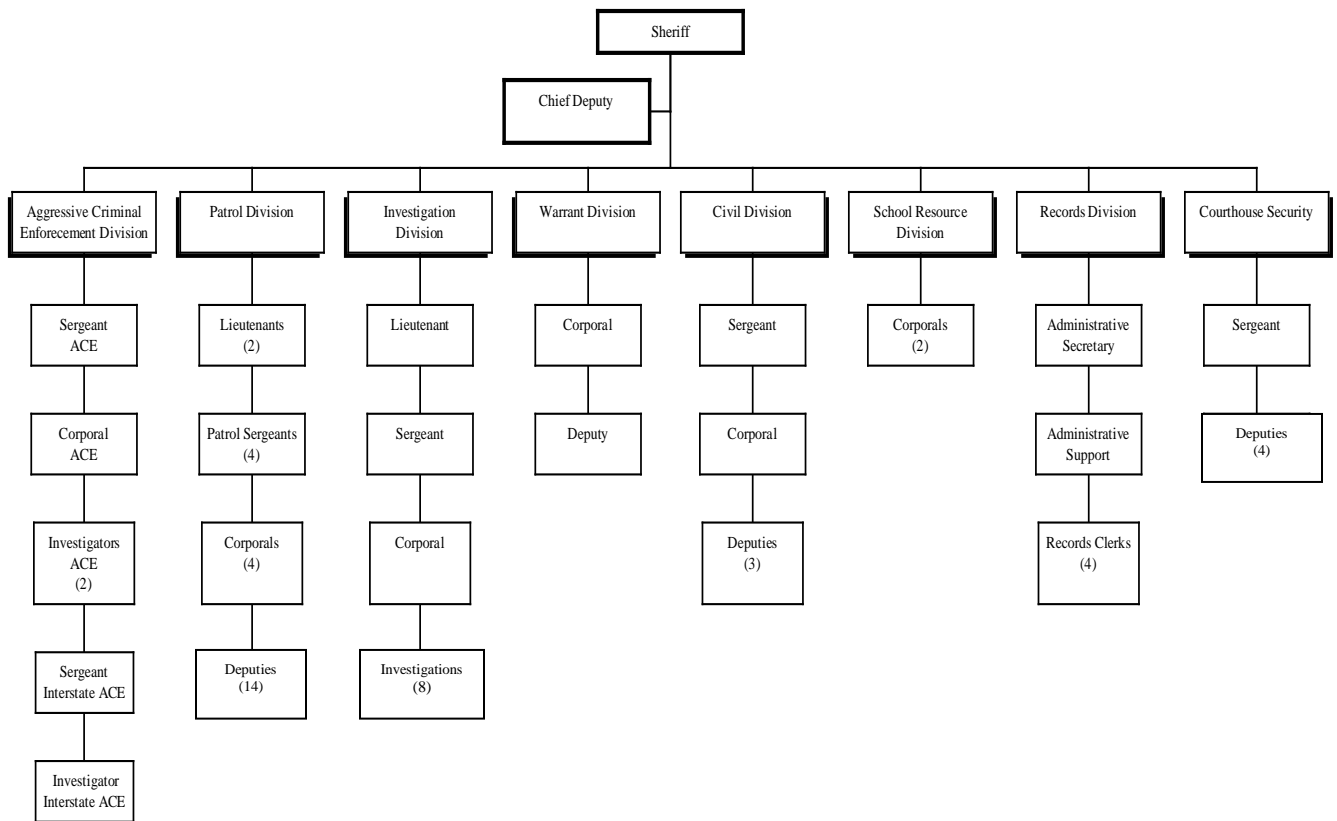
Brindell B. Wilkins, Jr., Sheriff

Granville County Sheriff's Department
 143 Williamsboro Street
 Oxford, North Carolina 27565

Phone: (919) 693-3213

Fax (919) 603-1315

E-mail: sheriff@granvillecounty.org



Full-Time Positions Authorized

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
61	61	61	63	63

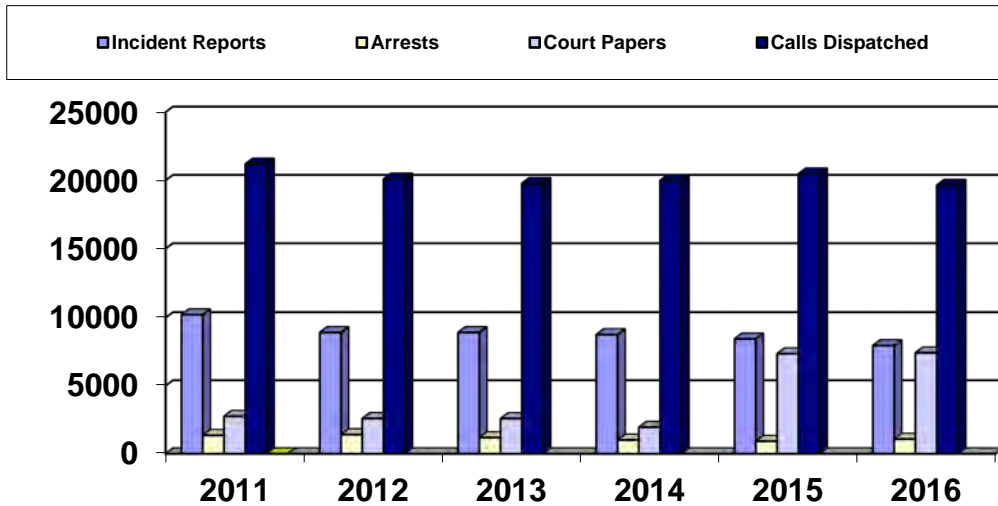
SHERIFF'S DEPARTMENT

Highlights

- Updated Records Management System
- Completed Radio Rollout Project

Goals

- Increase manpower for the Patrol Division
- Put into service a Mobile Support Vehicle
- Satellite Office to become Full Service



Sheriff	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 2,776,132	\$ 2,944,511	\$ 3,010,284	\$ 2,944,511
Benefits	\$ 936,107	\$ 1,055,520	\$ 1,058,599	\$ 1,055,520
Operating	\$ 445,431	\$ 573,102	\$ 550,329	\$ 573,102
Capital Outlay	\$ 229,586	\$ 95,000	\$ 95,000	\$ 95,000
Capital Outlay – Cars	\$ 470,204	\$ 389,209	\$ 389,209	\$ 389,209
Grant Expenditures	\$ 4,695	\$ 4,000	\$ 4,000	\$ 4,000
Total	\$ 4,862,156	\$ 5,061,342	\$ 5,107,421	\$ 5,061,342

DETENTION CENTER

The Granville County Detention Center houses inmates until they are tried in court and disposition is made in their case. The Detention Center strives to provide a safe and secure environment for the inmates and staff as well as the general public. Currently 34 employees staff the facility and the maximum inmate capacity is 87; consisting of 73 male beds, 10 female beds, and 4 juvenile beds.

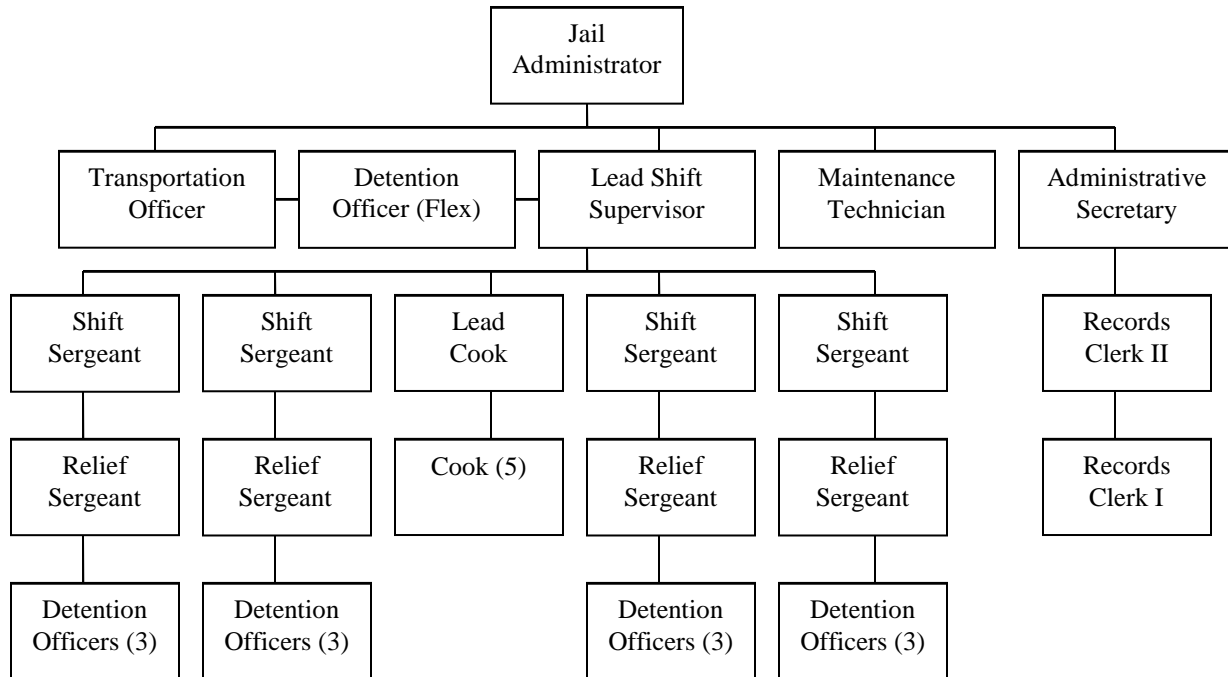
Jimmy Hayes, Detention Administrator

Granville County Sheriff's Department
143 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 693-3717

Fax: (919) 693-1146

E-mail: Jimmy.Hayes@granvillecounty.org



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
34	34	34	34	34

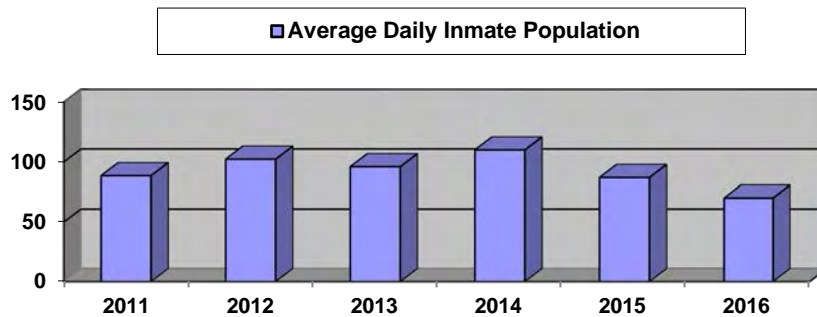
DETENTION CENTER

Accomplishments

- Stayed within the allotted budget.
- No corrective action was required from the North Carolina Department of Health and Human Services during their inspection.
- Purchased and updated to a new Rounds System (Guardian RFID) per State requirements.
- Purchased new 2017 transport Van and Cage.
- Upgraded the three (3) computers in the Administrative Office.

Goals, Targets, and Performance Objectives

- Requesting to update computer at Booking Desk.
- Requesting Tasers for each Detention Officer.



Detention Center	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 1,192,109	\$ 1,196,419	\$ 1,196,419	\$ 1,201,679
Benefits	\$ 411,050	\$ 434,082	\$ 434,082	\$ 430,878
Operating	\$ 931,423	\$ 959,300	\$ 959,300	\$ 1,012,161
Capital Outlay	\$ 12,910	\$ 21,560	\$ 21,560	\$ 18,912
Total	\$ 2,546,624	\$ 2,611,361	\$ 2,611,361	\$ 2,663,630

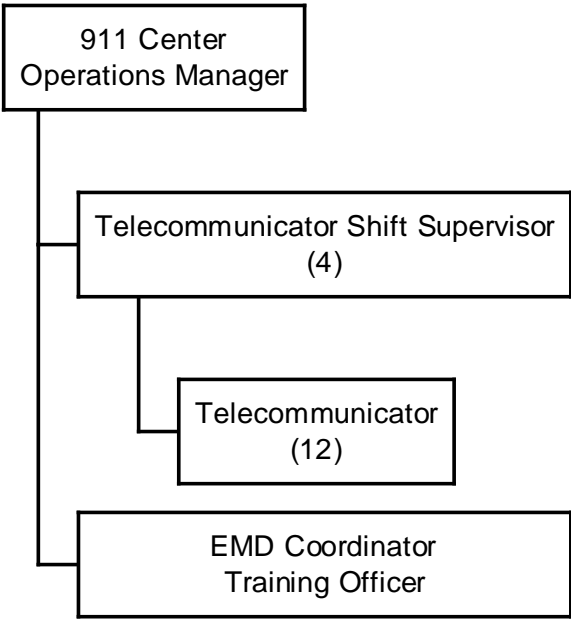
EMERGENCY COMMUNICATIONS DEPARTMENT

The Granville County 911 Center exists as a central point of emergency communications for the general public and emergency response agencies. The effect of having one central coordinating point for emergency communications is an efficient reaction and response to emergency and disaster situations. The 9-1-1 Center currently receives all 911 Wireless and Wireline calls in the County. The center staff dispatch EMS, all County and Oxford Fire Departments, except for the Butner district, and the Sheriff's Department for all law enforcement events in the County except for the Oxford, Butner and Creedmoor jurisdictions. 911 calls requesting law enforcement for these jurisdictions are transferred or given over radio communications to the jurisdictions accordingly. The Granville County Sheriff's Department is dispatched to Stem and Stovall, unless one of these township's officers is on duty.

Stacey Tapp
 911 Center Manager

Granville County 911 Center
 Oxford, NC 27565

Phone: (919) 690-0445
 Email: Stacey.tapp@granvillecounty.org



HIGHLIGHTS

- Completed renovations and 95% of installation to complete Wilton as 911 Backup Center.
- Deployed Text 2 911 for all cell phone providers for Granville County.
- Upgraded Phone/Radio systems in the main center.

Note: Addressing Coordinator funded in part from Emergency Telephone System Fund

Full Time Positions Authorized

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
18	18	18	18	18

EMERGENCY COMMUNICATIONS DEPARTMENT

GOALS, TARGETS AND PERFORMANCE MEASURES

- Have employees report to work at Back-up center and work full shifts.
- Continue to implement improve protocols and implementation of EMD emergency medical dispatch software.
- Work to ensure all training standards are met with the Office of EMS as well as Training and Standards with the North Carolina Sheriff's Association for all employees.

Emergency Communications	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 704,918	\$ 747,170	\$ 747,170	\$ 759,204
Benefits	\$ 208,037	\$ 245,311	\$ 245,311	\$ 241,690
Operating	\$ 100,620	\$ 126,200	\$ 126,200	\$ 129,200
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0
Debt Service	\$ 21,654	\$ 20,900	\$ 20,900	\$ 10,171
Total	\$ 1,035,229	\$ 1,139,581	\$ 1,139,581	\$ 1,140,265

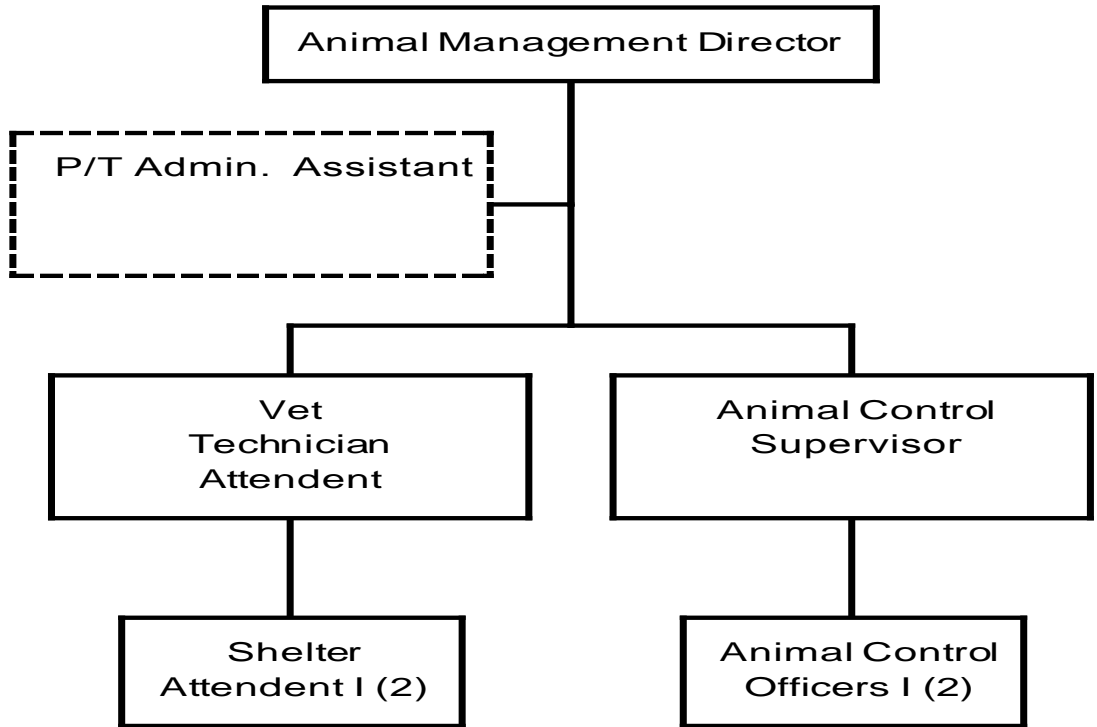
ANIMAL MANAGEMENT DEPARTMENT

The Animal Control Department exists to protect Granville County citizens and visitors from the potentially deadly threat of rabies, vicious wild or domestic animals and other dangerous situations that may occur from the daily interaction between humans and animals. Animal Control is responsible for enforcing the Granville County Animal Control Ordinance, operating the County animal shelter, controlling the population of unwanted or stray animals, investigating animal bite cases, directing the control of dangerous or potentially dangerous animals and assisting with animal cruelty investigations. Shelter hours are Monday through Friday noon – 4:30 pm and Saturday, 11:00 am – 2:00 pm.

Matt Katz
 Animal Management Director

Granville County Animal Control
 5650 Cornwall Road
 Oxford, NC 27565

Phone: (919) 693-6749
 Email: Matt.Katz@granvillecounty.org



Full Time Positions Authorized

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
5	5	7	7	7

ANIMAL MANAGEMENT DEPARTMENT

HIGHLIGHTS AND ACCOMPLISHMENTS

- Assisted with rescue of 937 animals in 2016 which is a 4.6% increase over last year.
- Implemented a new animal shelter and animal control program that integrates staff and volunteers.
- Continuing to protect the public from the spread and introduction of the Rabies virus by offering a Rabies vaccination clinic on a Saturday with the cooperation of a local veterinarian and local non-profit to provide low cost 1 and 3 year Rabies vaccinations and low cost microchips.
- Reduced overall 2016 euthanasia for dogs and cats to 44.1% a decrease of 2.6% over last year.

GOALS, TARGETS AND PERFORMANCE MEASURES

- Work with citizens to reduce the need for removal of feral cats through trap, neuter, vaccinate, and release programs. Also increase education and awareness of community cats in the county and local municipalities.
- Continue to grow volunteer programs for volunteers who do not want to volunteer in the animal shelter environment. Add more programs for school aged children that are required to have volunteer hours every year.
- Continue to enforce local and state ordinances and statues pertaining to animals through civil citations and legal actions.
- Work with county administration, animal advisory committee, and local civic groups to continue to reduce the euthanasia rate of animals in the county.

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 239,806	\$ 255,337	\$ 255,337	\$ 265,183
Benefits	\$ 83,029	\$ 88,538	\$ 88,538	\$ 86,221
Operating	\$ 78,397	\$ 85,350	\$ 85,350	\$ 93,300
Capital Outlay	\$ 6,622	\$ 5,000	\$ 5,000	\$ 21,000
Capital Outlay – Cars		\$ 36,000	\$ 36,000	\$ 22,000
Total	\$ 407,854	\$ 470,225	\$ 470,225	\$ 487,704

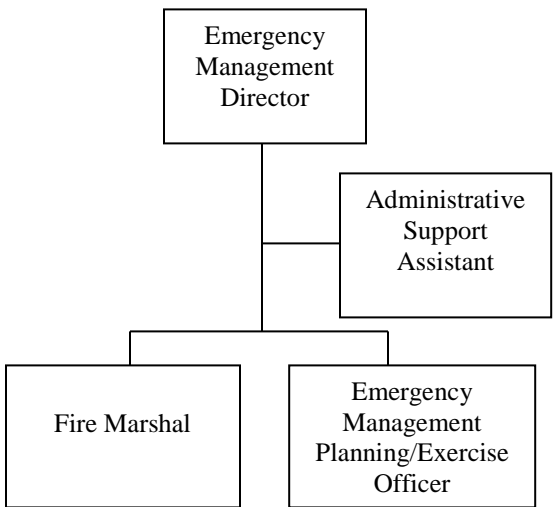
EMERGENCY MANAGEMENT

Granville County Emergency Management provides overall coordination, planning, response and recovery efforts for emergency and disaster situations. Through the Fire Marshal’s office, fire prevention inspections, as mandated by the NC State Office of State Fire Marshal, public fire prevention education, coordination of overall fire fighting efforts in the County, fire investigations and regulatory reporting of fire conditions within the County are performed. Through coordinated planning, response, recovery and mitigation efforts with all emergency response and law enforcement agencies in the County, the threat of major personal injury or negative economic impact due to emergency or disaster situations is reduced for the general public of the County.

Doug Logan, Emergency Management Coordinator/Fire Marshal

Emergency Management/Fire Marshal
 143 Williamsboro Street
 Post Office Box 598
 Oxford, NC 27565

Phone: (919) 603-1310
 Fax: (919) 603-1399
 Email: doug.logan@granvillecounty.org



ACCOMPLISHMENTS

- Participated in three (3) disaster exercises (HSEEP)
- Completed Tar River Hazard Mitigation Plan
- Reviewed and Updated County Emergency Operations Plan
- Continued development of COOP

FULL-TIME POSITIONS AUTHORIZED

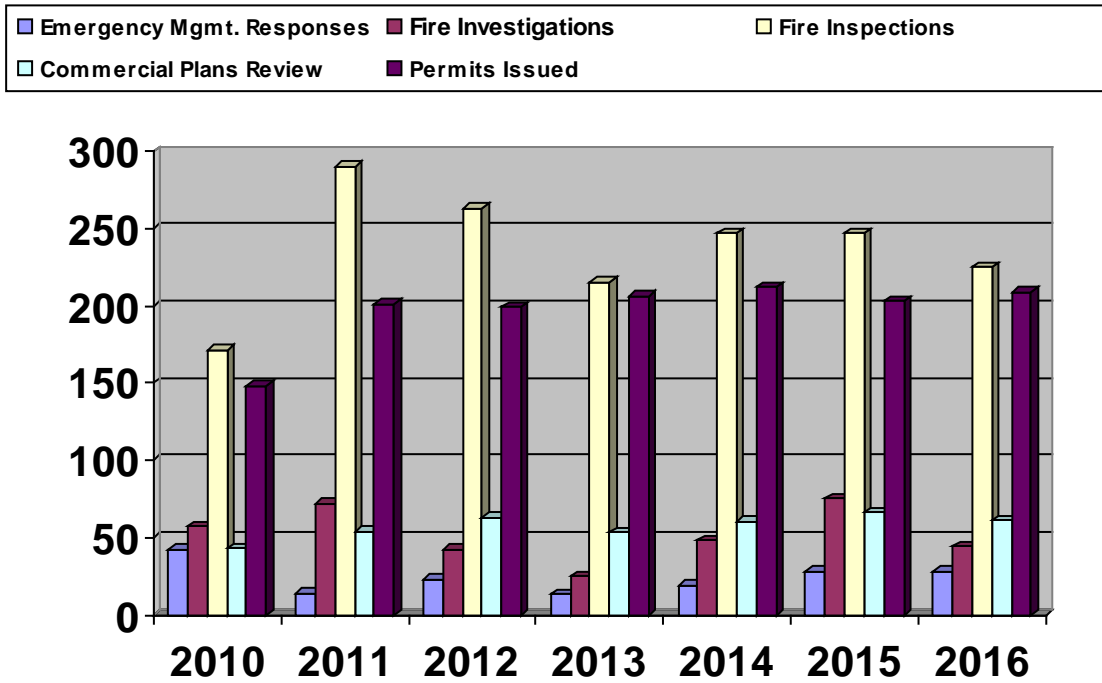
FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
4*	4*	4*	4*	4*

*Administrative Assistant position is frozen

EMERGENCY MANAGEMENT

GOALS, TARGETS, AND PERFORMANCE OBJECTIVES

- Hold or participate in three (3) disaster exercises (HSEEP)
- Finalize Development Continuity of Operations Plan (COOP)/COG
- Work with School System on developing School Risk Management Plans
- Review and update County Emergency Operations Plan



***Most Fire Departments are now entering fire reports directly online with the NC Office of State Fire Marshal.

Emergency Management	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 162,987	\$ 166,129	\$ 188,129	\$ 182,337
Benefits	\$ 42,429	\$ 47,325	\$ 50,603	\$ 57,264
Operating	\$ 25,854	\$ 32,920	\$ 35,920	\$ 34,640
Capital Outlay	\$ 28,280	\$ 5,000	\$ 5,000	\$ 5,000
Grant Expenditures	\$ 60,791	\$ 0	\$ 104,555	\$ 0
Total	\$ 323,340	\$ 251,374	\$ 384,207	\$ 279,241

FIRE SERVICES

Fire Services in Granville County are provided by 12 volunteer and 2 paid departments. The City of Oxford operates a department consisting of paid drivers and volunteer firefighters. Fire suppression and response in Butner is provided by Butner Public Safety and is supported by taxes paid to the Town of Butner. A special tax district exists and the current rate is 20¢ per \$100. Each department maintains and provides 24-hour fire protection services within a NC Department of Insurance approved primary six (6) mile district. In addition to fire protection services, six (6) departments provide Emergency Medical First Responder services to an expanded response district to provide additional support to the County Emergency Medical Services (EMS) Department.

Donny Boyd, Granville County Fire Marshal

Granville County Fire Marshal
5662 Cornwall Road
Oxford, North Carolina 27565

Phone: (919) 603-1310

E-mail: donny.boyd@granvillecounty.org

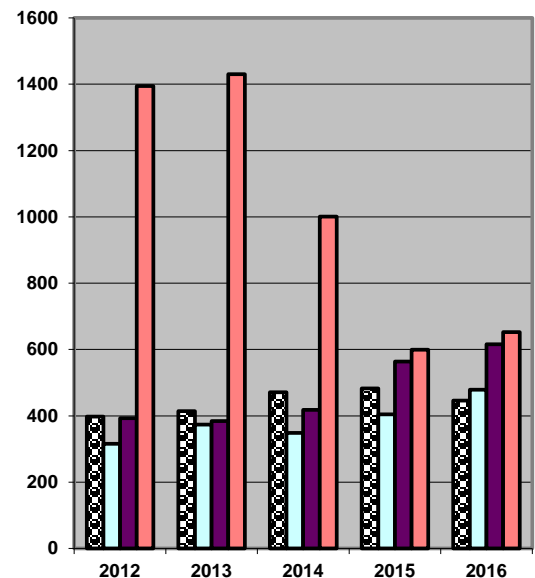
Accomplishments

- Participated in public education
- Participated in district exercises
- Provided fire protection services to the citizens of respective districts.

Mission and Goals

- Participate in mutual aid drills and training
- Participate in National Fire Prevention Week by providing firefighters and apparatus at fire prevention events.
- Provide and maintain fire protection services to the citizens of the respective districts.
- Lower rural department ISO rating

- Fires (Structure, auto, or wooded areas)
- Alarms
- Auto Accidents
- Other (Hazmat, Medical, SAR, Good Intent)





Call Type	2013	2014	2015	2016
Structure Fires	232	240	305	250
Vehicle Fires	55	87	55	84
Grass/Woods Fires	127	144	123	112
Alarms	348	404	479	373
Auto Accidents	418	564	616	639
Other (Hazmat, Medical, SAR, Good Intent)	1001	599	652	786

	2015-2016 Original	2016-2017 Budget	2016-2017 Amended	2017-2018 Budget
Antioch Fire Dept	\$ 66,346	\$ 67,805	\$ 67,805	\$ 70,025
Berea Fire Dept - First Responder	\$ 70,702	\$ 72,257	\$ 72,257	\$ 74,620
Bullock Fire Dept - First Responder	\$ 70,702	\$ 72,257	\$ 72,257	\$ 74,620
Corinth Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
Creedmoor Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
City of Oxford Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
Granville Rural Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
Providence Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
Stem Fire Dept - First Responder	\$ 70,702	\$ 72,257	\$ 72,257	\$ 74,620
Stovall Fire Dept	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
South Virgilina Fire Dept - First Responder	\$ 44,501	\$ 45,480	\$ 45,480	\$ 46,965
Brassfield Fire Dept - First Responder	\$ 70,702	\$ 72,257	\$ 72,257	\$ 74,620
Cornwall Fire Dept - First Responder	\$ 70,702	\$ 72,257	\$ 72,257	\$ 74,620
Town of Butner - Fire Services	\$ 66,346	\$ 67,806	\$ 67,806	\$ 70,025
Total	\$ 928,779	\$ 949,212	\$ 949,212	\$ 980,265



FORESTRY ADMINISTRATION

DESCRIPTION: The North Carolina Forestry Service develops, protects and manages the abundant resources of Granville County's forests through professional stewardship, thereby enhancing the quality of life for citizens while ensuring the continuity of these resources. The Forestry Service provides fire protection and suppression services for brush and woodland fires as an important part of forestry management. In Fiscal Year 1999-2000, the Granville County Board of Commissioners funded a service expansion for a part-time position to assist the agency with its paperwork and administrative needs and continues funding for this position. The Board recognized the benefits of the promotion of forest management and protection as a renewable resource, and as a critical part of Granville County's rural economic development. This position, which is entirely funded by Granville County, remains in the Continuation Budget. All other expenditures for Forestry Services are funded 60% by the State and 40% by the County under a memorandum of understanding dated November 19, 2001.

Robert Montague, County Ranger

NC Forestry Service, Granville County
5087 Herbert Henley Road
Oxford, NC 27572

Phone: (919) 693-3154

Email: rob.montague@ncdenr.gov



Forestry Activities	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 25,783	\$ 27,000	\$ 27,000	\$ 27,000
Benefits	\$ 3,718	\$ 3,933	\$ 3,933	\$ 4,024
Operating & Capital	\$ 2,322	\$ 2,300	\$ 2,300	\$ 2,300
Forestry Activities	\$ 78,992	\$ 70,741	\$ 70,741	\$ 69,178
Total	\$ 110,815	\$ 103,974	\$ 103,974	\$ 102,502

OTHER EMERGENCY SERVICES

Description/Mission: This service area represents the County's contribution to the general operating budgets of other agencies that provide emergency services within Granville County. The line item for Medical Examiner represents funds designed for use in investigating suspicious deaths. Statewide, nearly 15% of all deaths are investigated by appointed County Medical Examiners. These Medical Examiners are appointed by the NC Chief Medical Examiner to serve three-year terms, and are charged with investigating all suspicious deaths in the County. The Granville Rescue Squad provides land searches for missing persons and water rescue and recovery. The Sheriff's Auxiliary Unit assists the Sheriff's Department with staffing needs and other special activities.



Other Emergency Services	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Medical Examiner	\$ 19,550	\$ 25,000	\$ 25,000	\$ 25,000
Sheriff's Auxiliary	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000
Granville Lifesaving/Rescue	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total	\$ 39,550	\$ 50,000	\$ 50,000	\$ 50,000

AREA PROJECTS/ SPECIAL APPROPRIATIONS

OVERVIEW: Area Projects/Special Appropriations is a budgetary category, which includes appropriations from the General Fund for support to non-profit agencies and other appropriations authorized by the Commissioners. Agencies are required to request funding annually and appropriations are reviewed annually by County staff and the Board of Commissioners for continued funding. New agencies can submit a funding request as part of the service expansion budget process each year. A brief description of each agency or program is included below. Prior year actuals, current and proposed appropriations for each are shown in the chart following the descriptions.

- **HomeCare & Hospice** – Duke HomeCare & Hospice is the primary provider of hospice services in Granville County serving more than one-third of the county residents needs for services in fiscal year 2011. Fiscal year 2012-2013 was the first funding year for this organization and continues in the recommended budget.
- **Boys & Girls Club** – Operations began in Granville County in 2012. Participants in the Boys & Girl Clubs of North Central North Carolina develop positive behaviors, self-esteem and character.
- **Beaver Management Program** – The Granville County Commissioners continue to fund this statewide effort, which provides assistance to landowners having problems with beaver dams.
- **Four Rivers RC&D** – The Four Rivers Resources Conservation & Development Council is an incorporated 501c3 tax exempt Council comprised of six counties in central/northeastern North Carolina. These counties are Granville, Vance, Warren, Halifax, Northampton and Edgecombe. Its mission is to initiate actions that will improve the economic, social and environmental conditions of the six counties. Its specific goals are: To increase recreational opportunities and facilities, to protect and improve water quality, to promote economic opportunities and our environment, and to improve educational opportunities and retain our youth.
- **Granville County Museum** – A non-profit organization, the Museum seeks to celebrate Granville County’s past by constant acquisition and display of local historical artifacts and traveling exhibits.
- **HOVG Airport Authority** – Granville County participates with Vance County, the City of Henderson and the City of Oxford in the operation of a quality air transportation facility.
- **Kerr Tar Council of Governments** - Created by the State in order to address regional issues, the Council of Governments provides a forum for assessing regional issues and technical support to the member agencies (5 counties and 15 municipalities). The COG also serves as Region K’s Area Agency on Aging.
- **Kerr Area Regional Transportation Services (KARTS)** – A five-county authority, KARTS provides public transportation services on a “reserved ride” basis. KARTS receives funding from federal, state and local sources. The local funding is divided among the participating counties.
- **Central Children’s Home** – A non-profit residential childcare facility for children who are dependant, neglected or abused. These funds are used for the continued upkeep of facilities available to the public. Historically, the County has made appropriations to the Central Children’s Home to aid in repair of their buildings, specifically the gymnasium, due to the fact the gym is often used by citizens of the County.
- **Franklin, Vance, Warren Opportunity, Inc.** - This agency provides a wide variety of community services from weatherization, to home ownership and counseling to persons living with HIV. The County’s contribution help defray the cost of developing and applying for new programs and projects and provides funds to match federal and state grants while also supporting a host of other expenditures.
- **Roanoke River Basin Association** – Founded in 1945, RRBA’s mission is to establish and carry out programs for the development, use, preservation and enhancement of the water resources of the Roanoke River basin. RRBA seeks to balance water resource conservation and the sustainable, in-basin use of the basin’s water resources for economic development.

- **Granville Arts Council** - The Granville Arts Council sponsors and encourages cultural and educational related activities by making available opportunities in these areas to the citizens of Granville County. Granville County funds help enable the Arts Council to secure funding from the North Carolina Arts Council, as this funding must be matched dollar to dollar.
- **Chamber of Commerce** – Granville County participates in the Chamber of Commerce in an effort to maintain the vital partnership with business and industry.
- **Oxford CMAQ Grant Match** – The County agreed to participate in a CMAQ Sidewalk project with the City of Oxford which includes property located partly within the city jurisdiction and partly in the County. The Grant match represents the County's 39% share of the required \$60,000 grant match.
- **Oxford Business & Professional Chain/Transportation** - With the absence of readily available public transportation, this agency offers transportation to assist with basic needs to seniors and low-income citizens. Without this service, some seniors would fail to meet medical appointments or would have to depend on some other individual to attend to these needs. The Oxford Business and Professional Chain Shuttle Program give the citizens that use the service a sense of independence. *No longer authorized to receive funding.*
- **Families Living Violence Free** – Provides supportive services and programs to victims/survivors to reduce the occurrence of domestic violence and sexual assault in Granville County through community awareness, education and collaboration with key constituencies.
- **Upper Neuse River Basin Association** – This Association consists of representatives from member governments located in the Upper Neuse Basin. The mission of the association is to address the environmental, economic, and governmental issues facing the member government. Ongoing funding has been included in the County's Stormwater Management Fund.
- **Human Relations Council** – Established to encourage understanding and good will between all citizens regardless of race, sex religion, creed, nationality or economic status, this (20) member committee reports and recommends to the Board of Commissioners programs designed to promote the welfare of the community. It also seeks to identify Human Relations concerns within the community which could jeopardize the welfare of the community. The Human Relations Council acts as an impartial public forum to the end that there will be better communications between all segments of the community and to promote peace and understanding.
- **Tar River Land Conservation** – The Tar River Land Conservation, a nonprofit land trust, preserves the natural and cultural resources of the Tar River Basin by working in partnership with private landowners, businesses, public agencies, and others to protect rural landscapes and riparian corridors.
- **Live Well Granville** – This is an initiative by the Health Department to collaborate with public and private organizations countywide to promote healthy living.
- **Granville Little Theater** - The Granville Little Theater provides an additional recreational outlet for the citizens of Granville County through the presentation of several productions annually.
- **Jobs for Life** - A subsidiary of the Work Force Development Program, Jobs For Life, is a non-profit organization that offers a nine-week training program designed to develop and enhance individual job skills. It addresses the needs of the unemployed as well as the underemployed.

AREA PROJECTS/ SPECIAL APPROPRIATIONS
--

Agency	FY 14-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
HomeCare & Hospice	1,200	1,200	1,200	\$ 1,200
Boys & Girls Club	10,000	10,000	10,000	\$ 10,000
Beaver Management Program	4,000	4,000	4,000	\$ 4,000
Four Rivers RC&D	500	500	500	\$ 500
Granville County Museum	25,000	25,000	25,000	\$ 25,000
HOVG Airport Authority	28,750	28,750	28,750	\$ 28,750
Kerr Tar Council of Government	21,520	21,518	21,518	\$ 21,518
KARTS	43,397	43,397	43,397	\$ 43,397
Central Children's Home	4,580	4,580	4,580	\$ 4,580
Franklin, Vance, Warren, Inc.	17,120	17,120	17,120	\$ 17,120
Roanoke River Basin Association	1,800	1,800	100	\$ 100
KARTS Facility Grant Match	35,534	35,534	35,534	\$ 35,534
Chamber of Commerce	1,104	1,160	1,160	\$ 1,160
Oxford Bus. & Prof. Chain – Trans.	5,279	5,279	0	\$ 0
Families Living Violence Free	1,500	1,500	1,500	\$ 1,500
Human Relations Council	4,524	3,200	4,079	\$ 4,200
Tar River Land Conservancy	1,000	1,000	1,000	\$ 1,000
Granville Little Theater	0	2,000	2,000	\$ 2,000
Available for Service Options	3,200	14,000	14,000	\$ 14,000
Mary Potter	1,000	1,000	1,000	\$ 1,000
Jobs for Life	2,000	2,000	2,000	\$ 2,000
Total	\$213,009	\$ 224,538	218,438	218,559

AREA PROJECTS/ NON-DEPARTMENTAL

Non-Departmental - This cost center records expenditures that apply to all departments and that cannot be easily attributed to a specific department. A brief description of each activity included in this department is listed below and a chart depicting prior year actual expenditures, current year budgeted expenditures, and next year's estimated expenditures immediately follows.

- **Workers' Compensation** – General Statute 97-2, -7, provides that all county employees are covered by North Carolina's workers' compensation law. A county may not legally reject coverage. The County is insured for losses through the NC Association of County Commissioners' Risk Management Pool. The last several years have seen a tremendous increase in claims which has driven up premiums. Through deliberate efforts by the Human Resources and Finance Departments, claims have continued to decline over the past three years. Premiums are rated on the previous three years and annual salary expenditures. The premium for fiscal year 2014-2015 is estimated at \$215,000.
- **Retirees' Health Insurance** – Section 140 of the County's Personnel Ordinance provides for the continuation of health insurance for those retiring employees that meet certain criteria. The Ordinance states "that the County shall provide hospitalization insurance in an amount equal to a single employee's coverage for employees, who upon retirement, meet one of the following criteria: (1) Age 65 or older and have been previously employed by Granville County on a permanent full-time basis for at least twenty (20) years; (2) Age 62 or older and have been previously employed by Granville County on a regular full-time basis for at least twenty-two (22) years; (3) Age 55 or older and have been previously employed by Granville County on a permanent full-time basis for at least twenty-five (25) years, or (4) have been employed by Granville County on a permanent full-time basis for at least thirty (30) years regardless of age". Based on retirement activity, the County expects the premiums for this benefit to increase slightly for fiscal year 2014-2015.
- **Unemployment Compensation** – Unemployment compensation coverage, extended to County employees by the Federal Unemployment Compensation Amendments of 1976, requires that counties be charged for each qualified employee that separates from his job and is qualified to receive unemployment benefits. All of North Carolina's counties have elected to pay this cost by reimbursing the state for benefits paid to separated workers for which the employer is liable.
- **Property & Liability Insurance** – Granville County is a member of the Sedgwick James of the Carolinas insurance pool through the North Carolina Association of County Commissioners. This provides special benefits to the County due to the fact that the County is not rated on its experience alone, but by the experience of the entire membership. The premium paid includes a blanket performance bond for all employees, property insurance, including vehicles and buildings, and liability insurance.
- **Performance Based Pay Adjustments** – Periodic pay adjustments are important to recruiting and retaining good employees. The County Manager recommends budgeting (3.25%) percent of the total salaries in order to continue with performance-based adjustments. This means that employees will receive different adjustments for different levels of performance: meeting standards, exceeding standards and significantly exceeding standards.
- **Position Reclassification** – Each year during the budget process, requests are received from department managers for recommended reclassifications of positions. The County Human Resources Director then interviews the supervisors and employees to determine if a reclassification is justified. The recommendation is forwarded to the Board for action.
- **Allocation for Health Insurance Increases** – Beginning in fiscal year 2012-2013 Granville County moved to a Self-Funded health plan. Negotiations are currently underway, and anticipated health premium increase funding is held in the Non-Departmental area of the budget and later allocated to individual departments.

- **Health & Wellness Challenge** – The Board funds a volunteer program that provides health screenings for employees and provides wellness education and opportunities to County employees. This program has positively impacted employee morale and identified several potential health problems in the early stages. The recommended budget includes continued funding for this program and allows for the program to be coordinated with the County’s Health Insurance Plan.
- **Revaluation Reserve** – North Carolina General Statute 153-A-150 mandates that counties set aside funds to finance the octennial reappraisal of real property. Each year a county must appropriate funds to its reappraisal reserve fund in an amount that will accumulate enough to finance the next reappraisal. Once placed in these accounts, the funds must be used only for this purpose. According to the Tax Administrator and Finance Director, the 2010 reappraisal cost a total of \$568,318. In planning for the 2018 Revaluation, it is assumed that the expected reserve fund balance of \$100 plus future deposits and investment earnings will be more than sufficient to meet the projected cost.

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Worker’s Compensation	\$ 213,963	220,000	\$ 291,000	\$ 291,000
Retirees’ Health Insurance	\$ 268,506	275,000	\$ 275,000	\$ 275,000
Liability & Property Insurance	\$ 199,990	220,000	\$ 185,000	\$ 200,000
Unemployment Compensation	\$ 3,442	30,000	\$ 30,000	\$ 30,000
Redistricting and Legislative Services	\$ -	5,000	\$ 5,000	\$ 5,000
Legal Fees	\$ 159,347	150,000	\$ 150,000	\$ 150,000
Position Reclassifications	\$ -	35,000	\$ 35,000	\$ 35,000
Performance Based Pay Adj.	\$ -	350,000	\$ 130,852	\$ 300,000
Health Insurance Premium Increase	\$ -	10,000	\$ 10,000	\$ 190,000
Available for Service Option				\$ 427,856
Health & Wellness Challenge	\$ -	10,000	\$ 8,100	\$ 10,000
Available for Grant Match	\$ -	57,500	\$ 57,500	\$ 50,000
Revaluation Reserve	\$ -	98,000	\$ 400,000	\$ 498,000
IT and Connectivity Services	\$ 3,605	220,920	\$ 220,920	\$ 200,000
Utility and Tax Audit Services	\$ -	2,000	\$ 2,000	\$ 2,000
GIS, Web, & Other Services	\$ 120,908	50,000	\$ 50,000	\$ 50,000
Volunteer Reading Program	\$ -	1,000	\$ 1,000	\$ 1,000
Fleet, Car, and Truck Repairs	\$ 31,281	35,000	\$ 35,000	\$ 60,000
Financing Issuance Costs	\$ 6,664	0		
Economic Incentive Expense	\$ 12,109	343,518	\$ 343,518	\$ 250,000
Hospital ER & Lab Renovations	\$ 384,321	0	\$	
Time and Attendance Program	\$ 25,362	49,235	\$ 49,235	\$ 50,000
Total	\$ 1,429,497	\$ 2,162,173	\$ 2,279,125	\$ 3,074,856

AREA PROJECTS – PASS THRU FUNDS

OVERVIEW: This cost center includes expenditures that are completely offset by dedicated revenues, resulting in no general tax subsidy for these programs. Some of these funds are collected by departments of the County and distributed to other governmental agencies, while some funds remain in the General Fund Budget to be used for a specific purpose.

- **Register of Deeds Domestic Violence** – The North Carolina General Assembly, during its 1991 session, enacted Chapter 693, Subsection 161-11.2 of SB 935 “Fees for Domestic Violence Center,” which reads as follows:

“Twenty dollars (\$20.00) of each fee collected by a register of deeds for issuance of a marriage license pursuant to G.S. 161-10(a)(2), shall be forwarded by the register of deeds to the county finance officer, who shall forward the funds to the Department of Administration, to be credited to the Department of Administration, to be credited to the Domestic Violence Center Fund, established under G.S. 50b-9”.
- **Register of Deeds Children’s Trust Fund** – According to G.S. 151-11.1(a), five dollars (\$5.00) of each fee collected by a register of deeds on or after October 1983, for the issuance of a marriage license pursuant to G.S. 161.10(a)(2) shall be forwarded to the State Treasurer for deposit in the Children’s Trust Fund.
- **Register of Deeds Recreation & Natural Heritage - Pursuant** to G.S. 105-228.30, “the register of deeds of each county shall submit the net proceeds of the tax levied by this section to the county finance officer on a monthly basis. The finance officer of each county shall distribute the tax proceeds on a monthly basis as follows: one half of the net proceeds shall be retained by the county and placed in its general fund and one half of the net proceeds shall be remitted to the Department of Revenue. Of the funds remitted to it pursuant to this section, the Department of Revenue shall credit fifteen (15%) percent to the Recreation and Natural Heritage Trust fund established under G.S. 113—77.7, and the remainder to the General Fund. As used in this subsection, the term “net proceeds” means gross proceeds less the cost to the county of collecting and administering the tax.”
- **DJJCP (JCPC) Programs** – Funded by the North Carolina Department of Health and Human Services, Division of Youth Services, these funds pass through Granville County for the purpose of assessing the needs of youth in Granville County, giving particular attention to the needs of status offenders on a continuing basis. Governed by the Granville County Task Force on Delinquency Prevention, these funds assist the county in planning and administering community based alternatives to training schools and delinquency prevention programs.
- **KARTS/ROAP Allocation** - The County serves as the conduit for Rural Operating Assistance funds paid to the Kerr Area Transportation System (KARTS).
- **Harold Sherman Adult Day Care & Granville Health Systems- Transportation/ROAP Allocation** - The County serves as the conduit for Rural Operating Assistance funds paid to the Harold Sherman Adult Day Care and Granville Health Systems.
- **Area Mental Health - Transportation/ROAP Allocation** - The County serves as the conduit for Rural Operating Assistance funds paid to the Area Mental Health.

AREA PROJECTS – PASS THRU FUNDS

The following table shows the financial information related to this cost center.

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Register of Deeds State General Fund	\$ 39,066	\$ 35,000	35,000	40,000
Register of Deeds Domestic Violence	\$ 990	1,200	1,200	1,200
Register of Deeds Children's Trust	\$ 165	200	200	200
Register of Deeds Recreation and Natural Heritage	\$ 242,736	215,000	215,000	240,000
JCPC Programs* & County Match	\$ 117,227	116,800	138,228	150,000
KARTS/ROAP Allocation	\$ 79,949	80,000	89,985	90,000
Harold Sherman Adult Daycare – Transportation	\$ 9,200	9,200	9,200	9,200
Area Mental Health Transportation Grant	\$	1,300	1,300	1,200
Granville Health Systems – Transportation Grant	\$ 266	0	0	0
Homeland Security Grant	\$ 51,593	0	87,440	0
Total	\$ 41,192	\$ 465,400	577,553	531,800

*Note: Actual expenditures and amended budget amounts shown above for the JCPC Programs do not include the 4-H Best program that is administered by Granville County. This program is shown in the Community Services section of the budget document.

SECTION XII

Contributions to Other Funds



CONTRIBUTION TO OTHER FUNDS

Overview: Certain governmental activities are accounted for in funds other than the General Fund because of statutory requirements or because of the need for multi-year accounting. This category records contributions to these other funds from the County's General Fund.

Outlook: Contributions to Other Funds depend on the growth and needs of the fund that it supports. The level of appropriation to the Tourism Development Authority is projected to remain fairly constant based on current occupancy tax revenue projections. The budget for fiscal year 2016-2017 does not appropriate any funds for transfer to capital project, grant project funds, or funds to the County Health Plan.

	2016-2017 Actual	2016-2017 Original	2016-2017 Amended	2017-2018 Budget
Transfer to Tourism Development Authority	\$ 206,104	\$ 190,000	\$ 190,000	\$ 190,000
Transfer to County 911 Fund	\$ 3,005	\$	\$	
Transfer to Grant Projects & Construction	\$		\$ 577,155	
Transfer to Capital Projects			68,300	
Total	\$ 209,109	\$ 190,000	\$ 835,455	\$ 190,000

SECTION XIII

Contingency



CONTINGENCY

The General Fund Contingency appropriation allows for unexpected needs that change departmental, function or program budgets. The movement of funds to a department or program requires a Board approved budget ordinance amendment. North Carolina General Statute (N.C.G.S. 159-13(b)(3) restricts the “contingencies” to 5% of all other appropriations in the fund. The amount approved for contingency in fiscal year 2016-2017 is well below the limit. However, it should be sufficient to provide for most shortfalls.

History: Although the Governing Board has always budgeted contingencies conservatively, the fund historically is not depleted at the end of the fiscal year. For FY 2017-2018, the Granville County Board of Commissioner recommend that, in addition to the traditional level of funding at \$180,000, \$100,000 be included for school facility repairs for a total of \$280,000

During Fiscal-Year 2016-2017, the Board amended the contingency appropriations as shown in the table below:

Shown as of April 28, 2017

Use of Contingency Summary - General Fund

Environmental Disaster Contingency:

Date	Description/Action	Amount	Balance
7/1/2016	Budget Ordinance		\$ 10,000

General Contingency

Date	Description/Action	Adjustment Amount	Balance
7/1/2016	Budget Ordinance		\$ 170,000
10/17/2016	Fund increased cost of Alertline services of internal auditor	\$ 500	\$ 169,500
10/17/2016	Receipt of funds for Emerg Mgmt Grant EMPG-2016-37077	\$ 14,000	\$ 155,500
1/3/2017	To fund Workman’s Comp for FY 2016-2017	\$ 36,000	\$ 119,500
1/24/2017	Adjust final funding fo JCPCr 4-H Best	\$ 70,000	\$ 49,500
1/24/2017	Fund additional Board of Election expenses due large turnout for Pres. Elections	\$ 1,373	\$ 48,127

Contingency Summary

Actual Contingency Utilized during FY 2015-2016	Original Budget 2016-2017	Total 2016-2017 Contingency Amendments	Remaining 2016-2017 Contingency Budget	Budget 2017-2018
\$ 23,081	\$ 180,000	\$ 121,873	\$ 58,127	\$ 280,000

SECTION XIV

*Special Revenue, Capital, Enterprise Funds, and Internal
Service Fund*



**Department of Emergency Services
Emergency Telephone System Fund (ETSF)**

Description: The original intention of the Emergency Telephone System Fund was to make Enhanced 911 services available for all Granville County residents and visitors. This critical service allowed Telecommunicators to identify the caller's location without the caller verbally explaining the location of the incident. In March 2007, the Granville County E-911 Center achieved Wireless Phase II status, allowing our staff the ability to also see wireless phone caller location information, utilizing our new GIS mapping system.

History: In 1989 the General Assembly authorized counties and cities to impose a charge on telephone subscribers to pay for certain costs associated with E-911 services. The charge was collected by the local telephone company and remitted to the County. The funds were used either for non-recurring costs of establishing a system such as the lease or purchase of equipment, or to pay the charges associated with the continued operation of fixed-end equipment and charges imposed by the telephone company for the operation of the service. Both Embarq and Verizon provide telecommunication services to residents of Granville County. The telephone companies charged each subscriber \$0.83 per month to pay for E-911 services and remitted the revenue, minus a 1% service charge, to the County. In 1999, an E-911 Wireless Board was established to oversee the distribution of funds from cellular surcharges. This surcharge was \$0.80 per phone per month. The board distributed these funds to wireless companies and E-911 centers to cover the cost of wireless enhancement. The E-911 center used both funds to replace all existing telecommunications equipment while adding a new, dedicated generator and electrical system and Geographic Information System (GIS) for viewable land-line and wireless phone caller location abilities. Effective January 2008, the E-911 Wireless Board transitioned into the E-911 Board, facilitating *all* subscriber fee collections and allocations, both Wireline and Wireless, from the new, combined Emergency Telephone System Fund (ETSF). The subscriber fee also changed to \$0.70 or lower per each active voice communications service connection. The new E-911 Board will determine the rate depending on each county's eligible expenses. The E-911 Board determines funding levels and sets rules around what constitutes an eligible expenditure, thereby limiting local government's ability to effect change to the needs of the local community. Granville County continues to make significant investments in E-911 by utilizing general government sources of funding.

Future: As the County's wireless-user population grows, the requirement for additional Wireless trunks feeding the E-911 Center will increase.

**Granville County Emergency Telephone System Fund (ETSF)
Five-Year Fiscal Plan**

	Actual 2011-12	Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	ORIGINAL Approved 2016-17	ORIGINAL Amended 2016-17	Budget 2017-18	Projected 2017-18	Projected 2018-19	Projected 2019-20
Revenues		(2) (3)									
911 Board PSAP Funding(6)	\$ 333,406	\$ 374,097	\$ 360,410	\$ 386,154	\$ 418,918	\$ 415,523	\$ 415,523	\$ 388,482	\$ 366,000	\$ 370,000	\$ 375,000
Interest on Investments	\$ 519	\$ 120	\$ 15	\$ 27	\$ 325				\$ 1,098	\$ 126	\$ (661)
Grant Funding (911 Board) (5)	\$ -	\$ -				\$ 280,000	\$ 280,000		\$12,000	\$12,250	\$0
ECAT Funding - 911 Board	\$ -	\$ 4,853							\$0	\$0	\$0
Contribution from Gen Fund	\$ -	\$ -	\$ 41,847		\$ 3,006				\$0	\$0	\$0
Appropriated Fund Balance	\$ -	\$ -				\$ 200,000	\$ 230,692		\$0	\$0	\$0
Total Revenues	\$ 333,925	\$ 379,070	\$ 402,272	\$ 386,181	\$ 422,249	\$ 895,523	\$ 926,215	\$ 388,482	\$ 379,098	\$ 382,376	\$ 374,339

Expenditures

Phone & Furniture

Head Phones								\$ 5,000	\$ -	\$ -	\$ -
Phone System	\$ 134,137	\$ 138,676	\$ 115,953	\$ 135,956	\$ 135,318	\$ 183,659	\$ 183,659	\$ 232,099	\$ 190,087	\$ 196,740	\$ 203,626
Other Items	\$ 261,221	\$ 4,774	\$ 3,115	\$ 7,565	\$ 3,216	\$ 61,673	\$ 61,673	\$ 11,000	\$ 64,757	\$ 67,994	\$ 71,394
Debt Service - Principal	\$ 31,227	\$ 31,227	\$ 31,223	\$ 31,220	\$ 31,220	\$ 31,220	\$ 31,220	\$ 15,610	\$ 31,227	\$ 15,614	\$ -
Debt Service - Interest	\$ 7,260	\$ 6,097	\$ 4,936	\$ 3,775	\$ 2,633	\$ 1,452	\$ 1,452	\$ 291	\$ 2,614	\$ 290	\$ -
Sub-Total - Phone & Furniture	\$ 433,845	\$ 180,774	\$ 155,227	\$ 178,516	\$ 172,386	\$ 278,004	\$ 278,004	\$ 264,000	\$ 288,685	\$ 280,639	\$ 275,020

Software

CAD & GIS	\$ 35,245	\$ 10,000	\$ 12,608	\$ 21,222	\$ 21,687	\$ 39,000	\$ 39,000	\$ 22,000	\$ 40,950	\$ 42,998	\$ 45,147
ECAT Software/Maint	\$ -	\$ 4,853	\$ -						\$ -	\$ -	\$ -
Other Items	\$ 54,238	\$ 13,287	\$ 11,388	\$ 63,167	\$ 8,893	\$ 48,430	\$ 48,430	\$ 21,460	\$ 50,852	\$ 53,394	\$ 56,064
Debt Service - Principal	\$ 34,002	\$ 34,002	\$ 34,005	\$ 34,008	\$ 34,008	\$ 34,008	\$ 34,008	\$ 17,004	\$ 34,002	\$ 17,001	\$ -
Debt Service - Interest	\$ 7,905	\$ 6,642	\$ 5,377	\$ 4,112	\$ 2,868	\$ 1,581	\$ 1,581	\$ 316	\$ 2,846	\$ 316	\$ -
Sub-Total - Software	\$ 131,390	\$ 68,784	\$ 63,378	\$ 122,509	\$ 67,455	\$ 123,019	\$ 123,019	\$ 60,780	\$ 128,650	\$ 113,709	\$ 101,211

Hardware

Telephone	\$ 83,293	\$ 18,435	\$ 41,281	\$ -		\$ 338,244	\$ 338,244	\$ 5,000		\$ -	\$ -
Radio	\$ 34,029	\$ 40,434	\$ 41,191	\$ 7,281		\$ 49,100	\$ 49,100	\$ 4,200	\$ 50,573	\$ 52,090	\$ 53,653
Other Items	\$ 56,394	\$ 20,525	\$ 24,920	\$ 5,457	\$ 4,080	\$ 43,880	\$ 43,880	\$ 9,350	\$ 46,074	\$ 48,378	\$ 50,797
Debt Service - Principal	\$ 26,308	\$ 26,308	\$ 26,305	\$ 26,303	\$ 26,303	\$ 26,303	\$ 26,303	\$ 13,152	\$ 26,308	\$ 13,154	\$ -
Debt Service - Interest	\$ 6,117	\$ 5,137	\$ 4,158	\$ 3,180	\$ 2,218	\$ 1,223	\$ 1,223	\$ -	\$ 2,201	\$ 245	\$ -
Sub-Total - Hardware	\$ 206,141	\$ 110,839	\$ 137,855	\$ 42,221	\$ 32,601	\$ 458,750	\$ 458,750	\$ 31,702	\$ 125,156	\$ 113,867	\$ 104,449

Training

Travel	\$ 457	\$ 30	\$ 858	\$ 60	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,050	\$ 1,103	\$ 1,158
Registration & Materials	\$ 12,249	\$ -	\$ 399	\$ 7,275	\$ 1,444	\$ 9,750	\$ 9,750	\$ 6,000	\$ 10,043	\$ 10,344	\$ 10,654
Other Items	\$ -	\$ -				\$ -			\$ -	\$ -	\$ -
Sub-Total - Training	\$ 12,706	\$ 30	\$ 1,257	\$ 7,335	\$ 1,444	\$ 10,750	\$ 10,750	\$ 7,000	\$ 11,093	\$ 11,446	\$ 11,812

Implemental Functions

Addressing Services	\$ 10,000	\$ 20,331	\$ 20,331	\$ 20,000	\$ 25,000	\$ 25,000	\$ 55,692	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000
Other Items	\$ -	\$ -				\$ -			\$ -	\$ -	\$ -
Sub-Total - Implemental	\$ 10,000	\$ 20,331	\$ 20,331	\$ 20,000	\$ 25,000	\$ 25,000	\$ 55,692	\$ 25,000	\$ 20,000	\$ 20,000	\$ 20,000

Grand Total Expenditures	\$ 794,082	\$ 380,758			\$ 298,886	\$ 895,523	\$ 926,215	\$ 388,482	\$ 573,583	\$ 539,660	\$ 512,493
---------------------------------	------------	------------	--	--	------------	------------	------------	------------	------------	------------	------------

50% Fund Balance Public Safety Projects (Authorized for fiscal years 2010-2011 & 2011-2012 Only)											
Viper Radio Upgrades	\$ 226,884										
County-wide P25 Radio	\$ 193,928										
911 GIS Project	\$ 170,000										
Security Enhancements	\$ 20,150										
Total	\$ 610,962										

Estimated & Projected Fund Balance	\$ 222,269	\$ 220,581			\$ 419,609	\$ (200,000)		\$ 419,609	\$ 25,124	\$ (132,160)	\$ (270,314)
------------------------------------	------------	------------	--	--	------------	--------------	--	------------	-----------	--------------	--------------

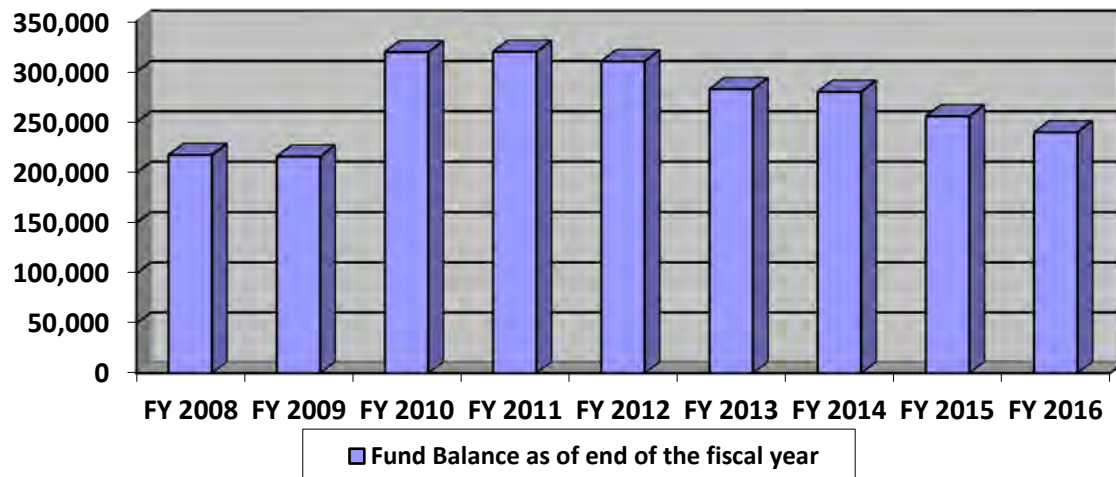
Notes

- 1) The Wireless and Wireline subscriber funds have transitioned into the Emergency Telephone System Fund (ETSF), effective January 1, 2008.
- 2) Shows replacement of UPS batteries in FY11/12 - Oxford and FY12/13 - Butner.
- 3) ETSF - System upgrades; FY11/12 - EMD, FY11/12 - Phone - IP (Oxford and Butner).
- 4) Debt Service continues through the first half of fiscal year 2018.
- 5) Additional revenues as needed will be applied for from the 911 Board.
- 6) Increase in 911 Board Funding is calculated based on the average actual cost to operate the center of the previous two years.

R. H. Thornton Library Memorial Fund

Description: The R. H. Thornton Library Memorial Fund is a special revenue fund used to account for the receipts and disbursements made on behalf of the Granville County Library System. The Library Director maintains the records of donations and expenditures and provides reports to the Library Board of Trustees. The Library Board of Trustees along with the Granville County Board of Commissioners direct how the funds will be expended.

History: The Fund was established more than fifteen years ago with several donations to the R. H. Thornton Library and has since expanded to include donations to all branches in the County Library System. Past expenditures of the fund have included building renovations, technology upgrades, book purchases, media item purchases, and fixtures. Donor wishes and Library System needs are carefully considered prior to making expenditures. The funds are held in an investment account with the North Carolina Capital Management Trust Company.



Library Memorial	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Revenues:				
Donations	\$ 2,726	\$ 20,000	\$ 20,000	\$ 20,000
Investment Earnings	\$ 771	\$	\$	\$ 0
Use of Fund Balance			\$ 17,750	\$
Other	\$ 0	\$ 0	\$ 0	\$ 0
Total Revenues	\$ 3,497	\$ 20,000	\$ 37,750	\$ 20,000
Expenditures				
Projects	\$ 19,448	\$ 20,000	\$ 20,000	\$ 20,000
Contrib. to Gen Fund			17,750	
Total Expenditures	\$ 19,448	\$ 20,000	\$ 37,750	\$ 20,000

STORMWATER SERVICES:

Water quality standards mandated by state and federal law required that local governments develop more detailed, advanced, and costly stormwater programs. In 2012, Granville County working with Person County, City of Creedmoor, Town of Butner, and the Town of Stem joined together in a joint Stormwater Management Program known as “Granville-Person Stormwater Services” and each jurisdiction enacted an Ordinance establishing a Stormwater utility within their jurisdiction. By joining together each jurisdiction is able to share administrative costs, thereby achieving economy of scales in the operation of the Stormwater Program. The Stormwater Services Program has contracted with Henrietta Locklear of Raftelis Financial Consultants to administer the program during the initial years of implementation. Henrietta works closely with County and Municipal staff as the program works to implement the various State mandated Falls Lake Watershed rules affecting the area.

Granville County Storm Water Services

Raftelis Financial Consultants, Inc.
Attn: Henrietta Locklear, Manager
1001 Winstead Drive, Suite 355
Cary, North Carolina 27513

Phone: (919) 260-5714
Fax: (919) 690-1766
Email: hlocklear@raftelis.com

Revenue	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
County Storm Water Fees	\$ 303,627	\$ 320,000	\$ 320,000	\$ 257,460
Contributions from Other Units	\$ 87,747	\$ 97,346	\$ 97,346	\$ 78,827
Grant Revenues	\$ 25,500	\$ 25,500	\$ 25,500	\$ 25,000
Total	\$ 416,874	\$ 442,846	\$ 442,846	\$ 361,287

Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 71,713	\$ 67,633	\$ 67,633	\$ 69,701
Benefits	\$ 14,042	\$ 16,451	\$ 16,451	\$ 15,525
Contract Administration	\$ 122,852	\$ 132,300	\$ 142,300	\$ 155,000
Operating	\$ 100,668	\$ 226,462	\$ 216,462	\$ 121,061
Capital Outlay				
Total	\$ 309,275	\$ 442,846	\$ 442,846	\$ 361,287

Granville County, FY 2017-2018 DRAFT

Stormwater Services provided by the County

Program	Sub-Program	Cost Description	FY 2016-2017	FY 2017-2018
Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Annual Billing Data Update, Billing Preparations	\$ 5,160.04	\$ 5,160.04
Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Billing & Collections Service Cost	\$ 5,536.97	\$ 5,536.97
Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Customer Service Support	\$ 3,798.04	\$ 3,798.04
Administration	Dues, Memberships, etc	Toolbox - in year 2 and 3		\$ -
Administration	Dues, Memberships, etc	UNRBA Dues + Monitoring Fees	\$ 63,898.95	\$ 67,471.18
Administration	Shared Staffing	Shared Staffing	\$ 28,800.00	\$ 34,800.00
Construction General Permit	Construction Site Runoff Control	Complaint Response, State Contact, Follow-up on EPSC	\$ 325.18	\$ 325.18
Regulatory	Floodplain Program	Floodplain Development Review	\$ 3,096.95	\$ 3,096.95
Upper/Lower Falls	Existing Development Retrofits, Stage I Load Reductions	Existing Development Retrofits, Stage I Load Reductions-Reserves	\$ 43,217.03	\$ 64,825.55
Upper/Lower Falls	Legal Fees	Legal Fees	\$ 10,612.42	\$ 11,966.03
Upper/Lower Falls	New Development Program Administration, Reporting	General Falls-Related Staff Time	\$ 4,195.51	\$ 4,195.51
Upper/Lower Falls	New Development Program Administration, Reporting	Reporting	\$ 3,864.28	\$ 3,864.28
Upper/Lower Falls	Existing Development Inventory, Administration, Reporting	Reporting	\$ 1,932.14	\$ 1,932.14
Water Quality Protection Other	Cooperative Extension	Cooperative Extension Staff	\$ 6,161.87	\$ 6,161.87
Water Quality Protection Other	On-site Wastewater Remediation Assistance	Granville-Vance District Health Dept OSWW Inspections, etc.	\$ 27,602.02	\$ 27,602.02
Water Quality Protection Other	Soil and Water Conservation District	Soil and Water Conservation District Staff	\$ 35,882.63	\$ 35,882.63
<i>Sub-Total</i>			\$ 244,084.02	\$ 276,618.37

Shared Services provided by the County (other Jurisdictions' Share)

Contributing Jurisdiction	Program	Sub-Program	Cost Description	FY 2016-2017	FY 2017-2018
Butner	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Annual Billing Data Update, Billing Preparations	\$ 4,080.03	\$ 4,080.03
Creedmoor	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Annual Billing Data Update, Billing Preparations	\$ 2,400.02	\$ 2,400.02
Stem	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Annual Billing Data Update, Billing Preparations	\$ 360.00	\$ 360.00
Butner	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Billing & Collections Service Cost	\$ 6,403.67	\$ 6,403.67 *
Creedmoor	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Billing & Collections Service Cost	\$ 5,807.47	\$ 5,807.47 *
Stem	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Billing & Collections Service Cost	\$ 507.88	\$ 507.88 *
Butner	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Customer Service Support	\$ 3,003.10	\$ 3,003.10
Creedmoor	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Customer Service Support	\$ 1,766.53	\$ 1,766.53
Stem	Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	Customer Service Support	\$ 264.98	\$ 264.98
Stem	Upper/Lower Falls	Existing Development Retrofits, Stage I Load Reductions	Existing Development Retrofits, Stage I Load Reductions	\$ -	\$ -
Stem	Regulatory	Floodplain Program	Floodplain Development Review	\$ 552.04	\$ 552.04
Stem	Upper/Lower Falls	New Development Program Administration, Reporting	Reporting		\$ -
Stem	Upper/Lower Falls	Existing Development Retrofits, Stage I Load Reductions	Reporting		\$ -
Butner	Administration	Shared Staffing	Shared Staffing	\$ 23,040.00	\$ 27,840.00
Creedmoor	Administration	Shared Staffing	Shared Staffing	\$ 13,440.00	\$ 16,240.00
Person	Administration	Shared Staffing	Shared Staffing	\$ 28,800.00	\$ 34,800.00
Stem	Administration	Shared Staffing	Shared Staffing	\$ 1,920.00	\$ 2,320.00
<i>Sub-Total</i>				\$ 92,345.71	\$ 106,345.71

*These are billed and collected on actual basis, not estimate as here.

STORM WATER SERVICES:**SOIL & WATER CONSERVATION**

The Granville County Soil and Water Conservation District, a political subdivision of State Government, provides local assistance in natural resource management. The District's major focus continues to be the implementation of State and Federal Regulations and Cost Share programs that effect water quality such as the North Carolina Agricultural Cost Share Program, Neuse River Basin regulations, Federal

Conservation Reserve Programs (CRP), Environmental Quality Incentive Program (EQIP) and the regulations governing Animal Waste Management Systems (.0200 Regulations). Its involvement includes administration and technical assistance for the 1985, 1990, and 1996 Farm Bills and a variety of State and Federal water quality programs. The District is involved in resolving resource problems created by housing developments, shopping centers, and highways. The District provides information and coordinates assistance from other agencies by means of newsletters, newspaper articles, magazines, and meetings in an effort to keep the public aware of soil and water conservation issues. This is accomplished through the provision of administrative and technical assistance and the coordination of local, state, and federal funding programs, which encourage land users and landowners to install and maintain Best Management Practices (BMPs). The District also reviews sedimentation and erosion control plans and special use permits in conjunction with other governmental agencies. The District offers an extensive environmental education program to encourage public awareness of soil and water conservation.

Warren Daniel, District Administrator

Granville County Soil & Water
Conservation District
518 Lewis Street
Oxford, North Carolina 27565

Phone: (919) 693-4603 ext. 3

Fax: (919) 693-2137

Email: warren.daniel@granvillecounty.org

Department Highlights

- North Carolina Ag Cost-Share contracted with 13 applicants for a total of \$46,247.00
- USDA Conservation Programs cost-shared contracts totaled \$170,664
- No-till Planter, 22 renters for a total of 254.6 acres
- District participated in Leadership Granville Ag Day and VGCC Earth Day
- 10 Ponds contracted to clean-out were completed.
- District sponsored 1 student to attend the Resource Conservation Workshop at NCSU.
- Had one area High School to compete in the Area IV High School Envirothon.

STORM WATER SERVICES:	SOIL & WATER CONSERVATION
------------------------------	--------------------------------------

Department Goals

- Cost-share 100% of 2017-2018 allocation
- Request additional grant funding from AGWRAP to cost- share with additional landowners for pond clean outs.
- Cost-share with 3 first-time landowners
- Recruit 2 students for the Resource Conservation Workshop at NCSU
- District to recruit one team or teams to compete in the Area IV High School Envirothon.

FULL-TIME POSITIONS AUTHORIZED

FY 12-13	FY 13-14*	FY 14-15	FY 15-16	FY 16-17
1	1	1	1	1

*Soil & Water Conservation operations were moved from the General Fund to the Storm Water Services fund in fiscal year 2013-2014.

SOLID WASTE MANAGEMENT

ENTERPRISE FUNDS

LANDFILL OPERATIONS AND CONVENIENCE CENTERS

The County operates a municipal solid waste landfill at 6584 Landfill Road outside of Oxford off Sterl Carrington Road. The North Carolina Division of Solid Waste authorizes operation of the facility through permit number 3901-MSWL-2012. The permit allows the following materials to be accepted at the site; municipal solid wastes, waste or debris resulting solely from construction, remodeling, repair, or demolition operations on pavement, buildings, or other structures and land clearing waste, concrete block, uncontaminated soil, gravel, and rock, untreated and unpainted wood, and yard trash. In addition, the County has also asked to accept wastes generated by a roofing shingle manufacturer, waste materials from a mobile home manufacturer, and wooden pallets. Asbestos and dead animals are also accepted and disposed at the facility.

Jason Falls, Director of Environmental Programs

6584 Landfill Road, PO Box 906
Oxford, North Carolina 27565
Phone (919) 603-1354

Email: Jason.Falls@granvillecounty.org

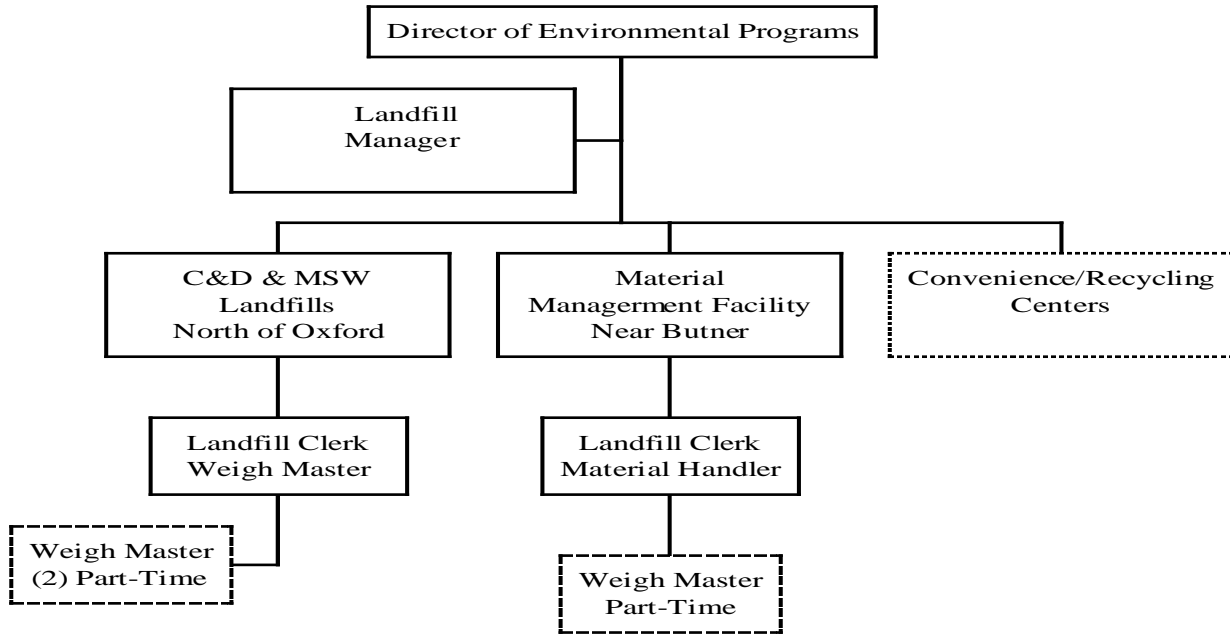
Chapter 130A of the North Carolina General Statutes requires counties to provide adequate disposal for municipal solid waste and to recycle in accordance with the goals established in the County's Solid Waste Management Plan. Granville County achieves this through two various methods. (1) operation of a Municipal Solid Waste Landfill, (2) operation of seven, fully, staffed convenience/recycling centers, which is operated through a private company, and (3) negotiation and maintaining a collection franchise that ensures the availability of residential, commercial, and industrial collection services at a uniform rate throughout the County. The Director of Environmental Programs also investigates illegal dumping, coordinates recycling efforts, and works with schools and businesses to promote recycling.

In late 2016, Granville County leased 35 acres of an old borrow area to site a solar facility consisting of 25 acres of solar panels. The facility generates 5 megawatts of electricity to power 1,300 homes annually. The company pays Granville County \$1,000/acre for use of the land to

generate the power. The agreement is for 20 years.



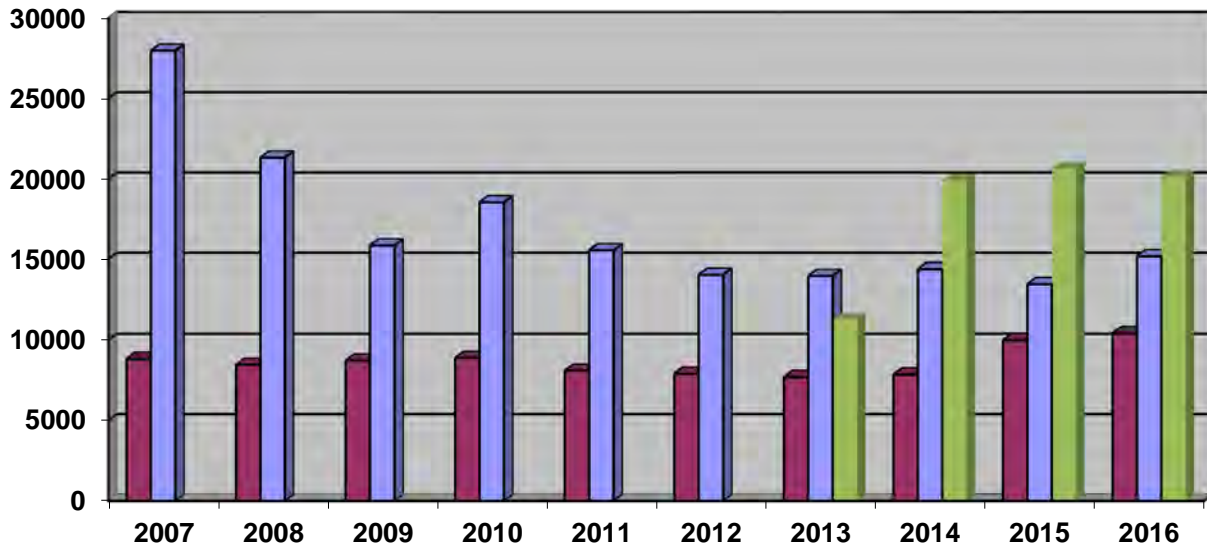
In FY 04-05, the Board opened the Butner Material Management Facility at the site of the Butner Landfill off old highway 75. The scale-house is operational and the facility accepts residential, and commercial yard waste, tires, metal and sells mulch products



AUTHORIZED FULL-TIME POSITIONS

FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
3	4	4	4	4

■ Tonnage Conv. Sites ■ Tonnage C&D ■ Tonnage MSW



LANDFILL OPERATIONS

Description: County staff operates the scale house while landfill operations are operated by a private company. The hours are Monday-Friday, 7:30 a.m. until 4:00 p.m. and Saturday 8:00 a.m. – 12:00 noon. There is no disposal activities on Saturday, only items to be recycled which include brush, metal, tires, and mulch. The maintenance of the landfill, including covering the material and maintaining erosion control measures, is contracted to a local firm. The Environmental Programs Manager and Landfill Manager supervise the day-to-day activities at the facility, enforce local and state illegal dumping and littering laws, coordinate recycling efforts, and works with businesses and industries to promote recycling.

FY 16-17 Work Plan Highlights

- Issued fines for illegal dumping/littering, remedied complaints with regards to homes out-of-compliance with solid waste management ordinance
- Worked with contracted litter crews and community service on countywide roadside cleanup
- Cornwall Solar Project completed
- Waste tonnage increase; recycling rates remain steady
- Vance/Granville County shared employment of SW Director
- Marketed MSW Landfill to surrounding businesses and industry
- Hired, trained Landfill Manager
- Began closure on C&D Landfill
- Served on Env. Affairs Committee on various issues

FY 17-18 Goals:

- Continue to work with surrounding counties on waste agreement(s)
- Reduce landfill operating costs
- Increase litter awareness through the public and various groups
- Continue to work with the County Recycling Coordinator and Environmental Affairs Committee
- Increase enforcement efforts of littering
- Continue to work with contracted labor of litter pickup

Landfill Revenues	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Landfill Tip Fees*	1,438,639	\$ 1,275,284	\$ 1,275,284	\$ 1,183,107
Scrap Tire Cost Refund	77,059	80,000	80,000	\$77,000
Solid Waste Tax Distribution	26,269	23,000	23,000	\$23,000
White Goods Revenue	19,766	17,000	17,000	\$77,000
Vance Co. Landfill Mgr - Reimbursement	32,999	37,444	37,444	35,000
Compost Revenue	1,960	2,000	2,000	2000
Grant Revenue		29,000	29,000	0
Miscellaneous and other	89,785	500	500	500
Contr. From Gen Fund & Conv .Sites		383,356	624,729	0
Total	\$1,686,477	\$ 1,847,584	\$ 2,088,957	1,397,607

LANDFILL OPERATIONS

C&D Landfill Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 19,104	\$ 0	\$0	0
Benefits	\$0	0	\$0	0
Operating	86,966	512,550	\$482,550	0
Grant Programs	\$1,156	0	\$50,000	0
Capital Outlay - Equipment	\$0	1,000	\$1,000	0
Capital Outlay - Trucks	\$0	0	\$0	0
Total	\$ 407,226	\$ 513,550	\$533,550	0

MSW Landfill Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$ 160,865	\$ 184,176	\$ 184,976	\$ 194,104
Benefits	\$35,969	50,014	50,133	47,024
Operating	861,709	821,315	821,315	934,100
Grant Programs	\$0	0	1,000	1,000
Capital Outlay - Equipment	\$0	1,000	0	\$0
Construction & Permitting	\$0	100,000	100,000	10,000
Total	\$1,058,543	\$ 1,156,505	\$ 1,157,424	\$1,186,228

Material Management Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Personnel	\$43,903	\$ 45,870	\$45,870	\$50,741
Benefits	12,379	14,359	\$14,359	\$12,738
Operating	16,722	92,300	\$92,300	\$97,900
Capital Outlay	0	0	0	
Total	\$73,004	\$ 152,529	\$152,529	\$161,379

Electronics Management Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Operating	33,791	\$ 25,000	\$ 245,000	\$ 50,000

TOTAL LANDFILL EXPENDITURES	\$ 1,572,564	\$ 1,847,584	\$2,088,503	\$1,397,607
--	---------------------	---------------------	--------------------	--------------------

CONVENIENCE CENTERS

Description: Granville County operates seven sites within the Oxford, Butner, Wilton, Berea, Grassy Creek, Oak Hill, and Bullock communities. Each site is staffed and managed by Waste Industries. The Director of Environmental Programs oversees the convenience site contract to ensure cost effective service.

FY 2017 Highlights

- Reduced recycling haul costs by installing two compactors
- Site improvements to Berea and Grassy Creek Sites
- Conducted a county wide paint collection day, pesticide, an Electronic Waste Collection Day and Prescription Pill Take Back Day

Goals for FY 2018

- Continue to work towards securing convenience site in southern area of county- (Goal-8 mile driving radius for all Granville County residents)
- Conducted a county wide paint collection day, pesticide, an Electronic Waste Collection Day and Prescription Pill Take Back Day
- Work with recycling coordinator on increasing material diversion through reduction, reuse and recycling programs and/or practices
- Improve site appearance at all convenience sites with attention to improved roads, structures, boxes, and overall site
- Work with County Staff on doing a cleanup day in north and south of County

Revenues	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Solid Waste Fees	\$ 1,037,365	\$ 1,030,880	\$ 1,131,270	\$ 1,155,000
Previous Year Fees	32,304	40,000	40,000	35,000
Other Revenues		4,500	4,500	4,500
Investment Earnings	1,766	550	550	3,000
Appropriated Fund Bal.	0	111,320	923,641	120,250
Total	\$ 1,071,435	\$ 1,287,640	\$ 2,099,961	\$ 1,317,750

Expenditures	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Part-Time Personnel	\$ 0	\$ 95,723	\$ 95,723	\$ 0
Site Management	378,132	429,917	434,917	514,750
Waste Disposal	469,316	405,000	400,000	450,000
Container Transportation	285,025	290,000	285,001	285,000
Site Construction & Other	58,308	67,000	71,999	68,000
Transfer to Landfill			812,321	
Total	\$ 1,190,781	\$ 1,287,640	\$ 2,099,961	\$ 1,317,750

GRANVILLE HEALTH PLAN

In 2012, Granville County made the decision to move from a fully-funded plan to a self-funded plan for the County's medical and dental insurance. Self-funded plans allow the County to be more proactive with programs to impact the overall health of County employees and to control rising healthcare costs. The Human Resources department oversees the County's benefit program and organizes the annual Wellness Program for Granville County employees. The Human Resources Director works closely with the County's third-party administrators to implement changes to the Health Plan resulting from Federal and State legislation. The Health Plan Internal Service Fund is funded by healthcare and dental premiums which are set at a rate determined to fully fund the plan. Savings achieved in past years are carried forward to future years to help offset future premium increases.

Granville Health Plan
Attention: Human Resources Director

Granville County Administration
141 Williamsboro Street
Oxford, North Carolina 27565

Phone: (919) 603-1639
Fax: (919) 690-1766
Email: wendy.pennington@granvillecounty.org

REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Health Plan Contributions	2,621,028	\$ 2,351,705	2,351,705	2,664,000
Insurance Settlements	8,871	0	0	
Other Revenues	0	0	0	236,000
Total	2,629,899	\$ 2,351,705	2,351,705	2,900,000

EXPENSES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Budget
Plan Administration	\$ 550,476	\$ 455,000	\$ 455,000	500,000
Claim Payments	\$ 1,807,934	1,896,705	1,896,705	2,400,000
Total	\$ 2,358,411	\$ 2,351,705	\$ 2,351,705	2,900,000

<u>Year</u>	<u>Fund Balance</u>
FY 2011-2012	\$106,396
FY 2012-2013	37,608
FY 2013-2014	431,649
FY 2014-2015	818,471
FY 2015-2016	1,089,960

SECTION XV

Budget Ordinance and Related Information



GRANVILLE COUNTY 2017-2018 BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of Granville County, North Carolina:

Section 1. 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, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County.

General Government:

Board of Commissioners	251,861
Administration	389,317
Information Technology	208,639
Human Resources	99,699
Finance Department	421,393
Internal Auditing	86,442
Board of Elections	422,292
Register of Deeds	301,769
Tax Administration	826,999
General Services & Court Facilities	574,197
Total General Government	3,582,608

Human Services:

Social Services	8,477,492
Veterans Services	66,701
Health and Medical Services	2,940,823
Senior Services - Nutrition/In-Home Aid	1,255,989
Total Human Services	12,741,005

Community Services:

Library System	1,713,293
Cooperative Extension/4-H Best	376,365
Recreation	221,870
Jonesland Park Operations/GAP	409,179
Tourism	63,291
Development Services (<i>Planning/Inspections</i>)	1,035,108
Addressing/GIS	109,067
Construction/Construction Administration	1,773,275
Economic Development	1,859,103
Total Community Services	7,560,551

Education:

Granville County Schools (Current Expense)	14,004,385
Granville County Schools (Debt Service)	6,217,060
Granville County Schools (Capital – Category 1)	980,000
Granville County Schools (Capital - Cat. 2 & 3)	360,000
Vance-Granville Community College	780,924
Total Education	22,342,369

Public Safety:

Sheriff's Department/Detention Center	7,764,207
Emergency Communications	1,140,265

Animal Control	523,334
Emergency Management	279,241
Fire Services	980,265
Forestry Administration	102,502
Other Emergency Services	50,000
Total Public Safety	10,839,814

Area Projects & Other Appropriations:

Special Projects	296,559
Non-Departmental	2,899,752
Pass Thru Funds	563,950
Total Area Projects & Other Appropriations	3,760,261

Contributions to Other Funds:

Transfer to Tourism Development Authority	190,000
Total Contributions to Other Funds	190,000

Contingency:

General Contingency	170,000
Contingency for Natural Disasters	10,000
School Repair Contingency	100,000
Total Contingency	280,000

TOTAL GENERAL FUND BUDGET 2017-2018 **61,296,608**

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Ad Valorem Taxes	39,514,833
Prior Years Taxes	360,000
Penalties & Interest	298,700
Less Tax Discount	(388,000)
Sales & Other Taxes	10,045,137
Licenses, Fees & Other Revenue	2,268,600
Investment Earnings & Operating Transfers In	272,000
Restricted & Intergovernmental	8,138,953
Use of Revaluation Reserve	400,000
Appropriated Fund Balance	386,385

TOTAL REVENUES - GENERAL FUND 2017-2018 **61,296,608**

Section 3. The following amount is appropriated in the Emergency Telephone System Fund (ETSF), a Special Revenue Fund, for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Phone System & Furniture	248,099
Phone System & Furniture Debt – Principal & Interest	15,901

Software Operations	43,460
Software Operations Debt – Principal & Interest	17,320
Hardware Operations	18,550
Hardware Operations Debt – Principal & Interest	13,152
Training	7,000
Implemental Functions	25,000
Total Expenditures	388,482

Section 4. It is estimated that the following revenues will be available in the Emergency Telephone System Fund, a Special Revenue Fund, for fiscal year beginning July 1, 2017 and ending June 30, 2018:

911 Board – State Funding	388,482
Total Revenues	388,482

Section 5. The following amount is appropriated in the R. H. Thornton Library Memorial Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Memorial Projects	20,000
Total	20,000

Section 6. The following revenues are available for the R. H. Thornton Library Memorial Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Memorial Donations	20,000
Total Revenues	20,000

Section 7. The following is appropriated in the Solid Waste Convenience Sites Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Operations	1,296,750
Site Construction and Remodeling	21,000
Total Expenditure	1,317,750

Section 8. It is estimated that the following revenues will be available in the Solid Waste Convenience Sites Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Collection Fees	1,190,000
Other Revenue	4,500
Investment Earnings	3,000
Appropriated Fund Balance	120,250
Total Revenues	1,317,750

Section 9. The following amount is appropriated in the Construction & Demolition / Municipal Solid Waste Landfill Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Landfill Operations	1,397,607
Total	1,397,607

Section 10. The following revenues are available for the Construction & Demolition/ Municipal Solid Waste Landfill Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

User Fees	1,183,107
Other Revenues	214,500
Total Revenues	1,397,607

Section 11. The following amount is appropriated in the Storm Water Management Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Storm Water Management Operations	361,287
Total	361,287

Section 12. The following revenues are available for the Storm Water Management Fund for fiscal year beginning July 1, 2017 and ending June 30, 2018:

Storm Water Fees	250,000
Contributions from other units of Government	78,827
Other Revenue	25,000
Appropriated Fund Balance	7,460
Total Revenues	361,287

Section 13. There is hereby levied a tax at a rate of \$.88 per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2017 for the purpose of raising the revenue listed as Ad Valorem Taxes in the General Fund in Section 2 of this Ordinance. The total rate of \$.88 is based on an estimated total valuation of \$4,527,446,988 and an estimated collection rate of 99.18%.

Section 14. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. The Budget Officer may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. The Budget Officer may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He must make an official report on such transfers at the next regular meeting of the Board of Commissioners.
- c. The Budget Officer may not transfer any amounts between funds, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

Section 15. The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Board of Commissioners. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding as the end of the fiscal year must be approved by the Board. The Budget Officer should comply with the Fiscal Policy adopted by the Board annually as a part of the budget process.

Section 16. Copies of this Budget Ordinance shall be furnished to the Clerk of the Board of Commissioners and to the Budget Officer and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Section 17. It will be the policy of this Board that it will not absorb any reduction in State and Federal funds; that any decrease shall be absorbed in the budget of the agency by reducing personnel or department expenditures to stay within the County appropriation as authorized. This policy is extended to any agency that is funded by the County and receives State or Federal money. This shall remain in effect until otherwise changed or amended by the Board of Commissioners.

Section 18. This Ordinance was adopted by the Granville County Board of Commissioners on June 19, 2017 and will become effective July 1, 2017.

Granville County Board of Commissioners



Timothy Karan, Chairman



**Internal Service Fund
Granville County Health Plan
Fiscal Year 2017-2018**

Be it ordained by the Board of Commissioners of Granville County, North Carolina, that, pursuant to Section 13.1 of Chapter 159 of the General Statutes of North Carolina, the following financial plan is hereby adopted:

Section 1. The internal Service Fund authorized is to account for revenues and expenses of the Granville County Health Plan (Health Plan), to be financed by contributions from health insurance premiums of Granville County employees and their covered dependents.

Section 2. The officers of this unit are hereby directed to proceed with the Health Plan in accordance with benefit plans and the associated premiums reviewed during the County's annual work sessions.

Section 3. The following expense amounts are estimated for the Health Plan:

Administration	85-4200-193	\$ 500,000
Claims – Current Year	85-4200-477	<u>\$ 2,400,000</u>
		<u>\$ 2,900,000</u>

Section 4. The following revenues are anticipated to be available to the Health Plan:

Health Plan Contribution	85-3510-410	\$ 2,664,000
Revenue from other funds	85-3510-010	<u>\$ 236,000</u>
		<u>\$ 2,900,000</u>

Section 5. The Finance Director is hereby directed to maintain the Internal Service Fund sufficient specific detailed accounting records to satisfy the requirements of any federal and state regulations.

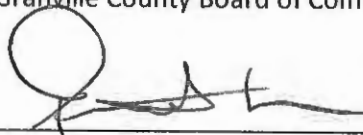
Section 6. Funds may be advanced from the General Fund for the purposed of making payments as due.

Section 7. The Finance Director is directed to report, on a periodic basis, on the financial status of the Health Plan revenues received and expensed incurred.

Section 8. Copies of this Budget Ordinance shall be furnished to the Clerk of the Board of Commissioners and to the Budget Officer and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Section 9. This Ordinance was adopted by the Granville County Board of Commissioners on June 19, 2017 and will become effective July 1, 2017.

Granville County Board of Commissioners



Timothy Karan, Chairman

SECTION XVI

Appendixes



Summary of Approved Service Expansion Requests

1. During the budget work sessions held on May 22^h, 2017, the Granville County Board of Commissioners reviewed the fiscal year 2017-18 recommended budget and 37 proposed service expansions. The Board approved funding for 14 of the proposed service expansions (listed below). These service expansions will have no impact on the total proposed budget because the entire amount of service expansions (\$433,135) was available in the proposed budget as a setting aside of funds for service options (see page 117) The set aside will resultantly be reduced by this amount.

Department	Title	Amount
<u>GENERAL FUND</u>		
General Government	1% 401K Match ¹	\$ 74,000
General Government	Strategic Plan Update	4,000
Elections	Additional Elections Clerk	35,245
Detention Center	Detention Officer	39,235
Animal Control	Car Port Outside Kennels	6,000
Animal Control Social	Administrative Assistant (Part-time to Full-time)	29,630
Services Social	Quality Assurance Specialist ²	24,931
Services Social	Income Maintenance Supervisor II ²	24,065
Services Special	Social Worker II ²	23,127
Appropriations	Oak Hill Heritage Museum ⁴	5,000
Special Appropriations	Smart Start	5,000
Special Appropriations	ACIM ⁴	5,000
Inspections	Inspector I ³	27,000
Non-Departmental	Set aside for Animal Shelter & Senior Center facilities	130,902
TOTAL		\$ 433,135

¹ – Figure represents plan beginning January 2018.

² - Figures represent full year salary related expenditures less offsetting federal and state funding for the positions.

³- Figure represents funding effective as of July 16th, 2017, rather than January 16th, 2018.

⁴- Figures represent one time funding.

GLOSSARY

ADA: Americans with Disabilities Act.

ADM: Average Daily Membership (student attendance).

APCO: Association of Communications Officials.

ARRA: American Recovery & Reinvestment Act.

Accrual Accounting: A basis of accounting in which revenues and expenditures are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Ad Valorem Taxes: See Property Taxes.

Appropriation: An authorization granted by the Board of Commissioners to make expenditures and incur obligations for purposes specified in the Budget Ordinance.

Assessed Valuation: A value established by the Granville County Tax Assessor's office for real and personal property to be used as a basis for levying property taxes.

BCBS: Blue Cross Blue Shield

Balanced Budget: A condition when planned expenditures equal anticipated revenues. The North Carolina Local Government Budget and Fiscal Control Act requires the budget, which is submitted to the Board of Commissioners, be balanced.

Bond: A written promise to pay a sum of money on a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds.

Budget: A plan of financial operation for the County, which includes estimated revenues and expenditures for a specific fiscal year.

Budget Amendment: A procedure used by the County and Board of Commissioners to revise a budget appropriation.

Budget Calendar: A schedule, which outlines the process of budget preparation, adoption, and administration.

Budget Document: The official document, representing a comprehensive financial program for a specific fiscal year, which is prepared by the County staff and approved by the Board of Commissioners. The document presents policies and various budgetary information, which reflects decisions made by the Board of Commissioners.

Budget Message: A general discussion of the budget, which provides the Board of Commissioners and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the County Manager.

GLOSSARY

Budget Ordinance: A document adopted by the Board of Commissioners which lists revenues by source, appropriations by department or fund, and levies taxes for the coming fiscal year.

CAD: Computer Aided Display.

CAFR: Comprehensive Annual Financial Report.

CAMPO: Capital Area Metropolitan Planning Organization.

C&D: Construction and Demolition (denotes type of landfill).

CDBG: Community Development Block Grant.

CES: Cooperative Extension Service.

CIP: This abbreviation is short for Capital Improvement Program.

CMAQ: Congestion Mitigation and Air Quality.

COLA: Cost of Living Adjustment.

CSC Officer's Fees: Clerk to Superior Court Officer's Fees.

Capital Outlay: Items (such as vehicles, equipment, and furniture) purchased by the County, which have an expected life, which exceeds one year and a unit cost exceeding \$100.

Capital Projects: A major nonrecurring expenditure used to expand or improve a government's physical assets that are not consumed within a year but rather have a multiyear life.

Cash Accounting: Basis of accounting, which recognizes revenues when a government receives cash and costs when it disburses cash.

Cash Management: Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships.

Contingency: Account which funds are set-aside for unforeseen emergency expenditures which may become necessary during the year; use of these funds must be approved by the Board of Commissioners before they can be appropriated.

Current Expense: An allocation category used to identify funds used by the school system to pay normal operational costs associated with administering the school system. Examples of some expenditures would include minor repairs and maintenance, salaries, benefits, basic office supplies, etc.

DMV: Department of Motor Vehicles.

DSS: Department of Social Services.

GLOSSARY

Debt Service: An obligation by the County to pay the principal and interest of all bonds according to a pre-determined payment schedule.

Department: A unit of the County government, which is responsible for performing a primary governmental function.

Delinquent Taxes: Taxes that remain unpaid on and after the due date on which a penalty for non-payment is attached.

Depreciation: The decrease in the usefulness of an asset with the passage of time.

EDC: Economic Development Commission.

EMD: Emergency Medical Dispatch.

EMS: Emergency Medical Services.

ETJ: Extra-Territorial Jurisdiction.

ETSF: Emergency Telephone System Fund.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds is to set aside or commit funds for future expenditures.

Enterprise Fund: A fund used to account for activities that are financed and operated in a manner similar to business enterprises and for which a fee for services or the availability of services are charged to completely or partially recover the expenses of the operation. Enterprise Funds typically include water and sewer, and solid waste.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the Board of Commissioners in the Budget Ordinance.

Expenditure: The cost of goods or services received by the County.

FB: Fund Balance.

FCC: Federal Communications Commission.

FCS: Family Consumer Services.

FY: Fiscal Year.

FTE: Full-Time Equivalents.

Fiscal Year: The time period, which indicates the start and finish for recording financial transactions. The Fiscal Year for the County starts on July 1st and ends on June 30th.

GLOSSARY

Fixed Assets: Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.

Fund: A fund is a separate fiscal and accounting entity with a separate set of accounting records that governments segregate to carry on a specific activity.

Fund Balance: The cash and investments which remain at the end of the fiscal year which can legally be appropriated to fund expenditures in the upcoming fiscal year. The Local Government Budget Fiscal and Control Act (LGBFCA) limits the amount of fund balance monies, which may be appropriated in the next budget year.

GAP: Granville Athletic Park and Jonesland Environmental Preserve.

GAAP: Generally Accepted Accounting Principals (GAAP) relates to accounting rules and uniform standards for financial reporting representing generally accepted practices and procedures of the accounting profession. Therefore, all GAAP-Basis Financial Statements are reasonably comparable, regardless of the legal jurisdiction or geographic location of the government.

GASB: Governmental Accounting Standards Board.

GCHS: Granville Central High School.

GCS: Granville County Schools.

G/F: General Fund.

GFOA: Governmental Finance Officers Association.

GHS: Granville Health System.

GIS: Geographic Information System.

GMC: Granville Medical Center.

GO Bond: General Obligation Bond.

G.S.: General Statutes.

General Fund: A fund established to account for the resources used for the general operation of the County.

General Obligation Bonds: Debt instruments issued by the County, which are backed by the full faith and credit of the issuing government.

Grants: Transfers of cash or property in exchange for promises to complete specific requirements related to the use of the transferred cash or property.

HAVA: Help America Vote Act.

GLOSSARY

HVAC: Heating, Ventilating, and Air Conditioning.

HR: Human Resources.

HSEEP: Homeland Security Exercise & Evaluation Program.

IT: Information Technology.

Intergovernmental Revenue: Revenue received from another government for a specified purpose.

JCPC: Juvenile Crime Prevention Council.

KARTS: Kerr Area Rural Transportation System.

LGBFCA: The Local Government Budget and Fiscal Control Act governs all financial activities of local governments within the State of North Carolina. All monies received or spent by local governmental agencies must be budgeted, disbursed, and accounted for in accordance with the act. It can be found in chapter 159 of the North Carolina General Statutes.

LLEBG: Local Law Enforcement Block Grant. This is a grant program available to the Sheriff's Department offered by the Federal Government to provide basic law enforcement enhancements.

LSTA: Library Services and Technology Act.

LWCF: Land & Water Conservation Fund.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

MA: Medicaid – Adult.

MAD: Medicaid for Disabled.

MPO: Metropolitan Planning Organization.

MSW: Municipal Solid Waste.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and are reclaimed.

Modified Accrual Accounting: A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are “measurable” and “available for expenditure.”

NCACC: North Carolina Association of County Commissioners.

NCACSP: North Carolina Agricultural Cost Share Program.

GLOSSARY

NCDOT: North Carolina Department of Motor Vehicles.

NCHC: North Carolina Health Choice.

NFPA: National Fire Protection Association.

NSFR: Not scheduled for replacement (used with VeRP).

PS: Public Safety.

Per Capita: Per head of population per each person.

Property Taxes (Ad Valorem): Taxes paid by property owners in the County. These taxes are levied on both real and personal property according to the property's valuation and the tax rate.

QRV: Quick Response Vehicle.

RC&D: Resource Conservation & Development (Council).

REDC: Regional Economic Development Commission.

RFP: Request for Proposals.

ROD: Register of Deeds.

RRBA: Roanoke River Basin Association.

RTRP: Research Triangle Regional Partnership.

Restricted & Intergovernmental Revenue: Revenues, which are restricted as to their use derived from local, state, or federal governments or other entities.

Retained Earnings: The value of undistributed profits or contributed capital, which remains available for allocation and future use of the specific enterprise activity.

Revaluation: The reappraisal of real property to current market values.

Revenue: Income received from a variety of sources and used to finance government or enterprise operations.

ROAP: Rural Operating Assistance Program. This program combines three transportation grant programs under one program.

SAR: Search & Rescue.

SGWASA: South Granville Water and Sewer Authority.

SIBDA Fee: Special Intensity Bonus Density Allocation.

GLOSSARY

SPHR: Senior Professional in Human Resources.

Service Expansion: Purchases of new equipment or the addition/deletion of a service, which increases or decreases the level of service provided by a county department.

Special Revenue Funds: Funds which are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

Submitted Budget: The budget document made by the County Manager and presented to the Board of Commissioners.

TDA: Tourism Development Authority.

Tax Levy: The total amount of revenue to be raised by property (Ad Valorem) taxes.

UCC: Uniform Commercial Code.

UFED: Uniform Forensic Extraction Device.

VeRP: Vehicle Replacement Program.

VGCC: Vance Granville Community College.

WF: Work First (Family Assistance).

STATISTICAL SECTION

Financial Trends

These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.

Debt Capacity

These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.

GRANVILLE COUNTY, NORTH CAROLINA
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Governmental activities										
Net investment in capital assets	\$ 11,865,211	\$ 13,396,938	\$ 14,464,315	\$ 7,040,787	\$ 13,168,461	\$ 5,749,001	\$ 13,801,596	\$ 17,096,701	\$ 19,458,241	\$ 24,247,521
Restricted	-	30,967	-	-	13,824,466	22,894,879	11,770,892	10,140,935	10,995,235	6,348,920
Unrestricted	(20,032,740)	(19,228,369)	(16,983,575)	(8,000,642)	(35,778,192)	(46,031,350)	(52,503,720)	(46,402,671)	(41,556,680)	(37,992,005)
Total governmental activities net position	<u>(8,167,529)</u>	<u>(5,800,464)</u>	<u>(2,519,260)</u>	<u>(959,855)</u>	<u>(8,785,265)</u>	<u>(17,387,470)</u>	<u>(26,931,232)</u>	<u>(19,165,035)</u>	<u>(11,103,204)</u>	<u>(7,395,564)</u>
Business-type activities										
Net investment in capital assets	3,592,659	1,332,910	1,311,992	1,300,529	1,289,341	1,930,932	5,506,197	5,402,964	5,372,550	5,381,036
Restricted	-	-	-	-	-	-	-	-	-	-
Unrestricted	3,988,295	(2,694,898)	(3,148,445)	(3,692,801)	(740,690)	(1,654,823)	(7,718,231)	(7,217,508)	(7,320,965)	(7,366,313)
Total business-type activities net position	<u>7,580,954</u>	<u>(1,361,988)</u>	<u>(1,836,453)</u>	<u>(2,392,272)</u>	<u>548,651</u>	<u>276,109</u>	<u>(2,212,034)</u>	<u>(1,814,544)</u>	<u>(1,948,415)</u>	<u>(1,985,277)</u>
Primary government										
Net investment in capital assets	15,457,870	14,729,848	15,776,307	8,341,316	14,457,802	7,679,933	19,307,793	22,499,665	24,830,791	29,628,557
Restricted	-	30,967	-	-	13,824,466	22,894,879	11,770,892	10,140,935	10,995,235	6,348,920
Unrestricted	(16,044,445)	(21,923,267)	(20,132,020)	(11,693,443)	(36,518,882)	(47,686,173)	(60,221,951)	(53,620,179)	(48,877,645)	(45,358,318)
Total primary government net position	<u>\$ (586,575)</u>	<u>\$ (7,162,452)</u>	<u>\$ (4,355,713)</u>	<u>\$ (3,352,127)</u>	<u>\$ (8,236,614)</u>	<u>\$ (17,111,361)</u>	<u>\$ (29,143,266)</u>	<u>\$ (20,979,579)</u>	<u>\$ (13,051,619)</u>	<u>\$ (9,380,841)</u>

GRANVILLE COUNTY, NORTH CAROLINA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Expenses										
Governmental activities:										
General government	\$ 2,496,066	\$ 2,764,176	\$ 4,253,006	\$ 4,318,453	\$ 3,557,567	\$ 4,259,610	\$ 4,555,774	\$ 4,405,781	\$ 4,442,094	\$ 4,938,658
Public safety	9,465,578	10,376,749	11,756,164	11,838,566	8,745,611	9,823,361	10,620,057	10,655,790	10,425,328	11,120,875
Transportation	161,752	228,242	142,623	161,465	161,525	135,410	148,296	156,779	173,068	192,910
Environmental Protection	-	-	-	-	-	-	-	-	-	-
Economic and physical development	28,224	333,567	357,293	1,142,750	560,181	9,772,776	797,499	476,826	753,782	668,747
Human Services	12,612,304	11,196,564	10,841,983	9,883,423	11,189,177	11,590,347	23,560,271	12,744,738	10,524,184	11,357,664
Community Services	2,610,956	2,542,373	2,952,212	2,889,358	3,219,464	3,246,796	3,853,986	2,746,910	3,990,780	3,700,213
Education	35,180,474	16,596,758	14,935,997	15,247,427	24,697,465	17,583,181	14,864,489	14,859,485	21,994,864	18,380,346
Non-departmental and special areas	2,407,906	2,211,016	-	-	-	-	-	-	-	-
Interest on long-term debt	1,938,828	2,115,040	2,053,147	1,985,372	2,423,796	2,425,015	2,507,886	2,303,425	2,658,358	2,574,030
Total governmental activities expenses	66,902,088	48,364,485	47,292,425	47,466,814	54,554,786	58,836,496	60,908,258	48,349,734	54,962,458	52,933,443
Business-type activities										
Water and Sewer	1,340,252	1,085,232	-	-	-	-	-	-	-	-
Solid Waste	1,642,393	6,520,539	2,197,983	2,088,641	1,721,247	1,822,661	4,318,099	2,046,765	2,720,941	2,895,474
Stormwater	-	-	-	-	-	-	209,073	261,089	280,217	319,275
Total business-type activities	2,982,645	7,605,771	2,197,983	2,088,641	1,721,247	1,822,661	4,527,172	2,307,854	3,001,158	3,214,749
Total primary government expenses	69,884,733	55,970,256	49,490,408	49,555,455	56,276,033	60,659,157	65,435,430	50,657,588	57,963,616	56,148,192
Program Revenues										
Governmental activities:										
Charges for services:										
General government	610,973	677,758	487,200	484,736	394,790	625,684	507,272	527,492	487,489	554,483
Public Safety	802,327	924,126	795,836	687,119	621,263	643,455	703,591	676,055	817,649	938,960
Environmental Protection	-	-	-	-	-	-	-	-	-	-
Economic and physical development	-	-	-	-	17,800	3,560	-	-	-	-
Human Services	1,137,207	1,499,949	1,763,894	1,987,299	299,919	89,602	97,873	84,399	37,670	20,681
Community Services	354,237	286,584	212,183	203,054	192,996	185,681	200,492	243,873	258,978	306,025
Education	-	-	-	-	1,488,000	-	-	-	-	-
Operating grants and contributions										
General government	14,732	11,808	14,568	37,694	149,436	55,955	69,878	29,930	65,893	55,016
Public Safety	357,011	526,668	676,647	645,268	678,364	1,057,350	1,711,479	926,318	918,182	948,876
Transportation	-	-	177,704	192,410	261,137	259,741	291,028	191,221	807,152	397,308
Economic and physical development	-	-	3,009	-	738,449	27,500	326,361	58,986	438,483	220,568
Human Services	5,756,078	5,967,518	6,055,551	6,247,734	5,868,017	6,421,666	6,237,855	6,547,155	7,246,267	7,250,217
Community Services	193,001	180,085	195,205	265,444	168,581	151,288	156,245	138,529	136,599	136,826
Education	-	-	-	-	-	800,000	1,060,202	1,000,000	848,881	397,280
Capital grants and contributions										
General government	-	-	-	28,758	-	-	-	-	-	-
Transportation	149,097	171,471	382,062	-	-	-	-	-	-	-
Economic and physical development	(14,349)	275,635	120,224	848,919	108,058	147,875	41,415	508,364	66,979	113,028
Community Services	108,513	370,000	417,650	80,000	90,000	-	-	498,631	378,019	22,130
Education	758,693	1,103,970	1,920,000	600,000	-	-	-	-	-	-
Total governmental activities program revenues	10,227,520	11,995,572	13,221,733	12,308,435	11,076,810	10,469,357	11,403,691	11,430,953	12,508,241	11,361,398

GRANVILLE COUNTY, NORTH CAROLINA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Business-type activities										
Charges for services:										
Water and Sewer	1,555,540	1,201,171	-	-	-	-	-	-	-	-
Solid Waste	1,592,925	1,595,705	1,525,736	1,527,300	1,680,396	1,540,903	1,686,107	2,325,500	2,528,876	2,756,149
Stormwater	-	-	-	-	-	-	248,572	249,597	257,086	303,627
Operating grants and contributions	-	-	-	-	-	-	-	24,222	25,500	25,500
Capital grants and contributions	-	-	-	-	4,137	4,692	3,493	-	-	-
Total business-type activities program revenues	3,148,465	2,796,876	1,525,736	1,527,300	1,684,533	1,545,595	1,938,172	2,599,319	2,811,462	3,085,276
Total primary government program revenues	13,375,985	14,792,448	14,747,469	13,835,735	12,761,343	12,014,952	13,341,863	14,030,272	15,319,703	14,446,674
Net (expenses)/revenue										
Governmental activities										
General Government	(1,870,361)	(2,074,610)	(3,751,238)	(3,767,265)	(3,013,341)	(3,577,971)	(3,978,624)	(3,848,359)	(3,888,712)	(4,329,159)
Public Safety	(8,306,240)	(8,925,955)	(10,283,681)	(10,506,179)	(7,445,984)	(8,122,556)	(8,204,987)	(9,053,417)	(8,689,497)	(9,233,039)
Transportation	(12,655)	(56,771)	417,143	30,945	99,612	124,331	142,732	34,442	634,084	204,398
Environmental Protection	-	-	-	-	-	-	-	-	-	-
Economic and physical development	(42,573)	(57,932)	(234,060)	(293,831)	304,126	(9,593,841)	(429,723)	90,524	(248,320)	(335,151)
Human Services	(5,719,019)	(3,729,097)	(3,022,538)	(1,648,390)	(5,021,241)	(5,079,079)	(17,224,543)	(6,113,184)	(3,240,247)	(4,086,766)
Community Services	(1,955,205)	(1,705,704)	(2,127,174)	(2,340,860)	(2,767,887)	(2,909,827)	(3,497,249)	(1,865,877)	(3,217,184)	(3,235,232)
Education	(34,421,781)	(15,492,788)	(13,015,997)	(14,647,427)	(23,209,465)	(16,783,181)	(13,804,287)	(13,859,485)	(21,145,983)	(17,983,066)
Non-departmental and special areas	(2,407,906)	(2,211,016)	-	-	-	-	-	-	-	-
Interest on long term debt	(1,938,828)	(2,115,040)	(2,053,147)	(1,985,372)	(2,423,796)	(2,425,015)	(2,507,886)	(2,303,425)	(2,658,358)	(2,574,030)
Business-type activities										
Water and sewer	215,288	115,939	-	-	-	-	-	-	-	-
Solid waste	(49,468)	(4,924,834)	(672,247)	(561,341)	(36,714)	(277,066)	(2,628,499)	278,735	(192,065)	(113,825)
Stormwater	-	-	-	-	-	-	39,499	(11,492)	(23,131)	(15,648)
Total primary government net expenses	(56,508,748)	(41,177,808)	(34,742,939)	(35,719,720)	(43,514,690)	(48,644,205)	(52,133,066)	(36,640,046)	(42,646,282)	(41,701,518)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Property taxes	23,410,571	26,593,546	27,423,928	30,260,553	31,614,844	31,803,407	31,967,760	35,899,937	35,119,245	36,226,663
Local option sales tax	10,697,330	9,030,075	7,712,604	5,915,129	4,929,327	5,512,386	5,977,343	5,826,915	6,038,601	6,322,373
Other taxes and licenses	295,200	1,019,520	666,540	523,113	1,576,079	1,777,995	1,993,976	2,056,480	2,222,684	2,295,726
Investment earnings	1,878,138	1,317,899	536,617	182,190	127,862	61,598	49,130	41,765	26,657	37,952
Miscellaneous	578,191	180,056	265,978	(163,201)	378,224	609,548	297,442	354,724	303,684	396,971
Transfers	(810,551)	594,882	-	-	(2,973,770)	-	-	-	-	-
Total general revenues, special items and transfers	36,048,879	38,735,978	36,605,667	36,717,784	35,652,566	39,764,934	40,285,651	44,179,821	43,710,871	45,279,685
Total governmental activities	36,048,879	38,735,978	36,605,667	36,717,784	35,652,566	39,764,934	40,285,651	44,179,821	43,710,871	45,279,685
Business-type activities:										
Investment earnings	162,654	144,531	60,025	5,522	3,864	4,524	5,062	1,778	1,534	4,863
Miscellaneous	162,360	-	-	-	-	-	95,795	104,247	84,583	87,748
Transfers	810,551	(4,278,578)	-	-	2,973,770	-	-	-	-	-
Total general revenues, special items and transfers	1,135,565	(4,134,047)	60,025	5,522	2,977,634	4,524	100,857	106,025	86,117	92,611
Total business-type activities	1,135,565	(4,134,047)	60,025	5,522	2,977,634	4,524	100,857	106,025	86,117	92,611
Total primary government	37,184,444	34,601,931	36,665,692	36,723,306	38,630,200	39,769,458	40,386,508	44,285,846	43,796,988	45,372,296
Changes in Net Position										
Governmental activities	(20,625,689)	2,367,065	2,534,975	1,559,405	(7,825,410)	(8,602,205)	(9,218,916)	7,261,040	1,256,654	3,707,640
Business-type activities	1,301,385	(8,942,942)	(612,222)	(555,819)	2,940,920	(272,542)	(2,488,143)	373,268	(129,079)	(36,862)
Total primary government	\$ (19,324,304)	\$ (6,575,877)	\$ 1,922,753	\$ 1,003,586	\$ (4,884,490)	\$ (8,874,747)	\$ (11,707,059)	\$ 7,634,308	\$ 1,127,575	\$ 3,670,778

**GRANVILLE COUNTY, NORTH CAROLINA
GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

Fiscal Year	Property Tax	Local Sales Tax	Alcoholic Beverage Tax	Occupancy Tax*	Other Tax	Total
2007	\$ 23,410,571	\$ 10,697,330	\$ 22,856	\$ 112,187	\$ 160,157	\$ 34,403,101
2008	26,593,546	9,030,075	22,762	155,041	841,717	36,643,141
2009	27,423,928	7,712,604	23,582	202,191	440,767	35,803,072
2010	30,260,553	5,915,129	23,224	188,877	311,012	36,698,795
2011	31,614,844	4,929,327	23,213	185,671	1,367,195	38,120,250
2012	31,803,407	5,512,386	23,774	178,497	1,575,724	39,093,788
2013	31,967,760	5,977,343	24,334	167,032	1,802,610	39,939,079
2014	35,899,937	5,826,915	25,158	160,985	1,870,337	43,783,332
2015	35,119,245	6,038,601	26,254	189,714	2,006,716	43,380,530
2016	\$ 36,226,663	\$ 6,322,373	\$ 27,238	\$ 208,577	\$ 2,059,911	\$ 44,844,762

* Occupancy tax levy rate changed from 3% to 6% effective January 1, 2008.

TABLE 4

**GRANVILLE COUNTY, NORTH CAROLINA
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)**

	Fiscal Year						
	Restated* 2010	2011	2012	2013	2014	2015	2016
General Fund							
Nonspendable							
Prepaid items	\$ -	\$ 4,000	\$ 368	\$ 900	\$ 1,635	\$ 1,916	\$ 1,711
Restricted							
Stabilization by State Statute	3,334,751	2,831,605	2,694,795	2,092,758	3,247,393	3,997,815	3,942,662
Register of Deeds	-	12,748	33,561	-	12,618	35,050	42,603
Human Services	-	-	13,591,044	5,416,399	3,538,668	-	-
Education	739,572	-	-	695,447	1,043,189	1,390,935	1,738,702
Committed							
Tax Revaluation	110	98,122	196,283	294,687	392,987	491,351	591,041
Public Safety	-	-	591,606	945,368	1,022,524	1,091,381	994,675
Assigned							
Subsequent year's expenditures	990,730	768,172	1,418,657	1,735,002	1,874,511	1,884,639	594,708
Community Services	-	-	-	-	-	-	500,000
Economic & Physical Development	1,003,828	960,000	1,232,800	956,521	548,995	452,737	630,300
Unassigned	<u>18,741,118</u>	<u>19,324,317</u>	<u>11,353,100</u>	<u>18,625,992</u>	<u>20,478,407</u>	<u>28,287,719</u>	<u>30,810,391</u>
Total General Fund	<u>\$ 24,810,109</u>	<u>\$ 23,998,964</u>	<u>\$ 31,112,214</u>	<u>\$ 30,765,074</u>	<u>\$ 32,160,927</u>	<u>\$ 37,633,543</u>	<u>\$ 39,846,793</u>
All other governmental funds							
Nonspendable							
Prepaid items	\$ -	\$ -	\$ -	\$ -	\$ 34,930	\$ 34,930	\$ 34,930
Restricted							
Stabilization by State Statute	39,779	39,779	135,549	83,357	30,034	32,179	34,910
Education	(62,241)	5,993,606	1,251,264	29,021	29,023	4,247,438	-
Community Services	8,206,046	3,687,890	2,002,241	986,837	837,938	265,776	240,274
Public Safety	1,204,897	1,258,838	194,485	158,231	179,841	229,137	349,769
Economic & Physical Development	-	-	2,644,258	2,308,842	1,222,231	796,905	-
Committed							
Economic & Physical Development	1,622,072	210,014	33,564	642	-	-	-
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(218,565)</u>	<u>-</u>	<u>(642,708)</u>
Total other governmental funds	<u>\$ 11,010,553</u>	<u>\$ 11,190,127</u>	<u>\$ 6,261,361</u>	<u>\$ 3,566,930</u>	<u>\$ 2,115,432</u>	<u>\$ 5,606,365</u>	<u>\$ 17,175</u>
General fund							
	2007	2008	2009	2010			
Reserved by state statute	\$ 4,026,907	\$ 3,109,806	\$ 3,215,946	\$ 3,007,806			
Reserved For Register of Deeds	-	30,967	-	-			
Unreserved (available for appropriation)							
Designated for subsequent year's expenditures	2,259,481	724,520	492,435	870,530			
Designated for repayment of economic incentives	-	-	-	1,003,828			
Undesignated	<u>11,966,953</u>	<u>16,290,833</u>	<u>18,146,260</u>	<u>18,349,340</u>			
Total General Fund	<u>\$ 18,253,341</u>	<u>\$ 20,156,126</u>	<u>\$ 21,854,641</u>	<u>\$ 23,231,504</u>			
All other governmental funds							
Reserved by state statute	1,074,342	471,549	504,490	423,684			
Reserved for school construction	-	-	-	-			
Reserved for public improvement construction	632,366	-	-	-			
Unreserved (available for appropriation)							
Designated for subsequent year's expenditures							
Special revenue funds	132,227	229,895	1,230,872	995,489			
Capital Projects	(496,053)	231,450	324,125	120,200			
Undesignated, reported in nonmajor							
Special revenue funds	3,262,041	4,781,019	3,455,655	2,771,931			
Capital Projects	<u>2,823,396</u>	<u>1,668,041</u>	<u>935,099</u>	<u>8,277,854</u>			
Total all other governmental funds	<u>\$ 7,428,319</u>	<u>\$ 7,381,954</u>	<u>\$ 6,450,241</u>	<u>\$ 12,589,158</u>			

* Fiscal years 2007 through 2010 are presented in the Pre-GASB 54 format on the bottom table with Fiscal years 2010 through 2016 presented showing the GASB 54 format. Fiscal year 2010 was restated by County Finance Staff and represents and was not subject to audit procedures.

TABLE 5

GRANVILLE COUNTY, NORTH CAROLINA
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Revenues										
Ad Valorem taxes	\$ 23,180,548	\$ 26,674,614	\$ 27,364,379	\$ 30,144,926	\$ 31,596,349	\$ 31,873,214	\$ 32,738,695	\$ 36,071,119	\$ 35,485,256	\$ 36,419,897
Sales and other taxes	10,921,364	9,711,264	8,256,308	6,327,694	5,432,983	7,271,408	7,844,912	7,706,195	8,109,374	8,460,686
Licenses, fees and other revenue	3,064,839	3,220,267	3,305,715	3,384,135	1,824,726	2,074,806	2,093,304	2,150,691	2,127,385	2,354,341
Unrestricted Intergovernmental Revenues	-	500	-	-	-	-	-	-	-	-
Restricted Intergovernmental Revenues	7,570,086	9,043,073	10,009,759	8,897,671	11,251,616	9,382,743	10,229,890	10,099,871	11,216,643	9,783,880
Investment earnings	1,870,843	1,361,872	536,617	182,190	127,862	61,598	49,130	41,765	26,657	37,952
Miscellaneous	241,952	250,119	324,509	341,778	371,189	293,653	177,404	350,646	236,566	235,137
Total Revenues	46,849,632	50,261,709	49,797,287	49,278,394	50,604,725	50,957,422	53,133,335	56,420,287	57,201,881	57,291,893
Expenditures										
Current:										
General government	2,248,000	2,504,483	2,949,824	2,939,723	2,670,103	2,912,726	3,005,461	3,112,460	3,070,425	3,385,737
Public safety	10,259,786	9,739,259	10,627,195	10,873,165	8,414,677	10,087,628	9,770,114	10,267,270	10,010,614	10,551,246
Community services	2,256,353	2,362,405	2,466,093	2,267,231	3,540,856	3,116,885	3,443,616	3,189,156	3,031,754	4,563,679
Economic and physical development	400	317,475	78,384	74,319	108,058	406,286	467,279	27,644	56,777	103,287
Human Services	12,648,743	11,223,967	10,178,787	9,204,421	10,683,498	10,683,159	10,907,712	10,461,480	10,122,056	10,439,671
Non-departmental & special areas	2,486,971	2,349,153	1,891,782	1,879,904	2,456,295	7,761,846	15,801,366	4,059,505	2,701,203	2,405,556
Capital Outlay	1,534,687	2,878,658	1,654,172	3,431,384	4,637,671	2,091,297	1,021,405	2,452,522	7,980,901	4,563,607
Intergovernmental:										
Education	35,180,474	16,606,743	14,935,997	15,247,427	24,698,148	17,583,181	14,864,489	14,859,485	14,604,207	15,250,609
Debt service:										
Bond issuance cost	32,302	-	-	42,653	235,107	-	345,343	-	-	-
Principal	2,079,937	2,762,535	2,916,266	3,558,017	4,325,081	5,317,182	4,649,290	5,186,772	19,162,582	6,369,959
Interest	1,896,828	2,115,253	2,078,214	2,021,963	2,493,032	2,812,748	2,711,060	2,857,638	3,247,813	3,109,783
Total expenditures	70,624,481	52,859,931	49,776,714	51,540,207	64,262,526	62,772,938	66,987,135	56,473,932	73,988,332	60,743,134
Excess of revenues over (under) expenditures	(23,774,849)	(2,598,222)	20,573	(2,261,813)	(13,657,801)	(11,815,516)	(13,853,800)	(53,645)	(16,786,451)	(3,451,241)
Other financing sources (uses)										
Debt proceeds	11,000,000	3,859,760	-	19,815,000	16,000,000	14,000,000	26,855,000	-	25,750,000	5,485,000
Premium on debt	48,122	-	-	463,302	-	-	2,525,946	-	-	-
Payments to refunded bond escrow agent	-	-	-	(10,500,708)	-	-	(18,350,717)	-	-	(5,409,698)
Transfers in from other funds	6,215,220	8,816,162	4,607,877	5,747,250	2,939,116	4,207,569	1,186,952	487,105	617,535	490,426
Transfers out to other funds	(7,025,771)	(8,221,280)	(4,607,877)	(5,747,250)	(5,912,886)	(4,207,569)	(1,406,952)	(487,105)	(617,535)	(490,426)
Total other financing sources (uses)	10,237,571	4,454,642	-	9,777,594	13,026,230	14,000,000	10,810,229	-	25,750,000	75,302
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	(13,537,278)	1,856,420	20,573	7,515,781	(631,571)	2,184,484	(3,043,571)	(53,645)	8,963,549	(3,375,939)
Net change in fund balances	\$ (13,537,278)	\$ 1,856,420	\$ 20,573	\$ 7,515,781	\$ (631,571)	\$ 2,184,484	\$ (3,043,571)	\$ (53,645)	\$ 8,963,549	\$ (3,375,939)
Debt service as a percentage of noncapital expenditures	5.84%	9.74%	10.39%	11.40%	11.79%	15.05%	11.45%	14.88%	30.54%	16.51%

TABLE 6

GRANVILLE COUNTY, NORTH CAROLINA
GENERAL GOVERNMENTAL TAX REVENUES BY SOURCES
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)
(UNAUDITED)

Fiscal Year	Property Tax	Sales Tax	Alcoholic Beverage Tax	Other Taxes	Total
2007	\$ 23,180,548	\$ 10,068,167	\$ 11,428	\$ 617,735	\$ 33,877,878
2008	26,674,614	9,030,075	11,381	558,964	36,275,034
2009	27,364,379	7,712,604	11,791	531,913	35,620,687
2010	30,144,926	5,915,129	11,612	400,953	36,472,620
2011	31,596,349	4,929,327	11,606	503,656	37,040,938
2012	31,873,214	5,512,386	11,887	490,872	37,888,359
2013	32,738,695	5,977,343	12,167	481,307	39,209,512
2014	36,071,119	5,826,915	12,579	532,830	42,443,443
2015	35,485,256	6,038,601	13,127	591,103	42,128,087
2016	\$ 36,419,897	\$ 6,322,373	\$ 13,619	\$ 651,742	\$ 43,407,631

**GRANVILLE COUNTY, NORTH CAROLINA
ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

Fiscal Year Ended June 30	Property Excluding Registered Motor Vehicles	Motor Vehicles	Plus Discoveries	Less Abatements	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Estimated Actual Taxable/Market Value	Assessed Value as a Percentage of Market Value
2007	\$ 2,834,801,060	\$ 433,685,429	\$ 126,242,857	\$ (72,754,857)	\$ 3,321,974,489	0.700	\$ 23,253,821	\$ 24,615,032	94.47%
2008	2,997,456,552	391,436,935	123,665,695	(7,263,444)	3,505,295,738	0.755	26,464,983	29,948,337	88.11%
2009	3,117,166,533	381,288,212	129,114,437	(9,028,382)	3,618,540,800	0.755	27,319,983	31,730,526	86.10%
2010	3,203,221,864	411,796,666	119,939,515	(65,594,788)	3,669,363,257	0.825	30,272,247	30,820,858	98.22%
2011	3,495,709,869	341,241,745	127,933,962	(9,200,000)	3,955,685,576	0.795	31,447,700	30,325,651	103.70%
2012	3,517,432,454	360,457,359	124,469,560	(7,083,396)	3,995,275,977	0.795	31,762,444	30,258,592	104.97%
2013	3,574,424,012	378,323,522	137,054,969	(10,881,132)	4,078,921,371	0.795	32,427,425	29,975,434	108.18%
2014	3,645,649,362	520,715,946	135,053,012	(5,627,108)	4,295,791,212	0.830	35,605,455	34,448,002	103.36%
2015	3,682,196,152	425,683,950	131,119,277	(5,085,060)	4,233,914,319	0.830	35,141,489	33,999,118	103.36%
2016	\$ 3,748,910,780	\$ 453,337,711	\$ 176,613,012	\$ (14,976,988)	\$ 4,363,884,515	0.830	\$ 36,220,241	\$ 35,042,803	103.36%

Source: Granville County Tax Department

TABLE 8

**GRANVILLE COUNTY, NORTH CAROLINA
PROPERTY TAX RATES
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS**

	Fiscal Year									
	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
County Direct Rates*										
County-wide Rate	0.830	0.830	0.830	0.795	0.795	0.795	0.825	0.755	0.755	0.700
Municipality Rates										
City of Oxford	0.640	0.620	0.620	0.600	0.600	0.600	0.600	0.550	0.550	0.550
Town of Stem	0.450	0.450	0.450	0.450	0.450	0.450	0.450	0.450	0.450	0.450
Town of Stovall	0.490	0.490	0.490	0.490	0.490	0.490	0.490	0.490	0.490	0.490
City of Creedmoor	0.665	0.700	0.700	0.700	0.700	0.700	0.700	0.725	0.725	0.700
Town of Butner [^]	0.350	0.350	0.350	0.350	0.350	0.350	0.250	0.250	0.250	0.250
Lyon Station ^{**}	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.095	0.095
Oxford Parking Authority	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100
Oxford Municipal Service District	0.200	0.200	0.200	0.200	0.200	0.200	0.200	0.200	0.200	0.200
Oxford Economic Development District	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100	0.100

[^] Town of Butner was incorporated in fiscal year 2007-2008, prior to then the tax was levied as the special taxing district named "Butner Police and Fire Protection"

^{**} Lyon Station was turned over to South Granville Water and Sewer Authority and is no longer a taxing district as of January 1, 2008.

TABLE 9

**GRANVILLE COUNTY, NORTH CAROLINA
PRINCIPAL PROPERTY TAXPAYERS
JUNE 30, 2015
CURRENT YEAR AND FIVE YEARS AGO***

Taxpayer	2016			2011		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Revlon	\$ 87,424,183	1	2.00%	\$ 65,138,371	1	1.65%
Certainteed Corporation	58,688,022	2	1.34%	58,012,877	2	1.47%
Duke Energy Progress	41,711,670	3	0.96%	18,341,961	10	0.46%
Shalag	34,800,021	4	0.80%	-	-	0.00%
Bridgestone Commercial Solutions^	34,167,257	5	0.78%	26,244,055	4	0.66%
Public Service Co. of NC	33,681,620	6	0.77%	-	-	0.00%
SantaFe Natural Tobacco Company	32,146,138	7	0.74%	22,460,842	6	0.58%
WAKE EMC	26,761,157	8	0.61%	25,413,092	5	0.64%
Carefusion EIT LLC**	20,932,027	9	0.48%	-	-	0.00%
Newton Instrument Company	19,598,899	10	0.45%	19,598,899	7	0.50%
CP&L/Progress Energy	-	-	0.00%	38,550,121	3	0.97%
Verizon South	-	-	0.00%	18,661,474	8	0.47%
Cardinal Health	-	-	0.00%	18,646,251	9	0.47%
Totals	<u>\$ 389,910,994</u>		<u>8.93%</u>	<u>\$ 311,067,943</u>		<u>7.87%</u>

Source: Granville County Tax Department

* Management decided to present this table over a five year period rather than provide ten individual years of information to improve usefulness of the information. Given the changes in business environments, five years was determined to provide a clearer picture of economic change. (Note additional years information can be viewed on the County's web site under the Finance Department section: www.granvillecounty.org)

^ In 2007 Company name was Bandag Inc.

** In 2007 Company name was Alaris Medical Systems, Inc.

**GRANVILLE COUNTY, NORTH CAROLINA
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS**

Fiscal Year Ended December 31	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2007	\$ 23,253,821	\$ 21,965,301	94.46%	\$ 1,097,144	\$ 23,062,445	99.18%
2008	26,387,480	25,234,247	95.63%	1,017,564	26,251,811	99.49%
2009	27,319,983	26,261,609	96.13%	1,023,250	27,284,859	99.87%
2010	30,180,232	29,039,361	96.22%	1,042,006	30,081,367	99.67%
2011	31,512,371	30,623,639	97.18%	847,358	31,470,997	99.87%
2012	31,762,444	30,856,878	97.15%	862,478	31,719,356	99.86%
2013	32,427,425	31,513,749	97.18%	853,472	32,367,221	99.81%
2014	35,605,455	34,934,862	98.12%	595,235	35,530,097	99.79%
2015	35,141,489	34,735,388	98.84%	283,593	35,018,981	99.65%
2016	\$ 36,220,241	\$ 35,922,785	99.18%	\$ -	\$ 35,922,785	99.18%

Source: Granville County Tax Department

**GRANVILLE COUNTY, NORTH CAROLINA
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS**

Fiscal Year	Governmental Activities					Business-type Activities		Total Primary Government	Per Capita *	Percentage of Personal Income*
	General Obligation Bonds	Installment Obligations	Financing Agreements	Certificates of Participation	Capital Leases	Capital Leases				
2007	\$ 47,415,000	\$ 1,481,608	\$ -	\$ -	\$ 380,581	\$ 539,157	\$ 49,816,346	885	3.34%	
2008	44,965,000	5,118,689	-	-	290,725	-	50,374,414	915	3.26%	
2009	42,515,000	4,745,717	-	-	197,431	-	47,458,148	844	3.11%	
2010	49,345,000	4,369,561	-	-	100,570	-	53,815,131	957	3.47%	
2011	46,635,414	3,990,096	-	16,000,000	-	-	66,625,510	1,100	3.92%	
2012	43,363,248	17,607,184	8,048,861	15,510,000	-	-	84,529,293	1,389	4.86%	
2013	41,650,118	27,935,125	7,198,333	15,020,000	-	-	91,803,576	1,582	5.15%	
2014	38,203,031	27,451,269	6,337,174	14,530,000	-	-	86,521,474	1,488	4.64%	
2015	34,770,946	37,865,337	6,870,000	14,040,000	-	-	93,546,283	1,605	4.56%	
2016	\$ 31,513,181	\$ 35,686,398	\$ 4,743,262	\$ 13,550,000	\$ -	\$ -	\$ 85,492,841	1,455	4.08%	

Note 1: Details regarding the county's outstanding debt can be found in the notes to the financial statements.

Note 2: Per Capita amounts are based on population numbers as of July 1 of the fiscal year.

* Total Personal income can be calculated using population and per capita income information found on Table 14

**GRANVILLE COUNTY, NORTH CAROLINA
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS**

Fiscal Year	General Obligation Bonds	Less: Amounts Available in Debt Service Fund	Total	Percentage of Personal Income*	Percentage of Estimated Actual Taxable Value of Property	Per Capita
2007	\$ 47,415,000	\$ -	\$ 47,415,000	3.28%	1.43%	868
2008	44,965,000	-	44,965,000	2.91%	1.28%	817
2009	42,515,000	-	42,515,000	2.79%	1.17%	756
2010	49,345,000	-	49,345,000	3.11%	1.34%	859
2011	46,635,414	-	46,635,414	2.74%	1.18%	770
2012	43,363,248	-	43,363,248	2.49%	1.09%	712
2013	41,650,118	-	41,650,118	2.34%	1.02%	718
2014	38,203,031	-	38,203,031	2.05%	0.89%	657
2015	34,770,946	-	34,770,946	1.70%	0.82%	597
2016	\$ 31,513,181	\$ -	\$ 31,513,181	1.50%	0.72%	536

Note: Population figures are as of July 1 of the fiscal year.

* Total Personal income can be calculated using population and per capita income information found on Table 14

**GRANVILLE COUNTY, NORTH CAROLINA
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS**

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Debt limit	\$ 265,757,959	\$ 280,423,659	\$ 289,483,264	\$ 293,549,061	\$ 316,454,846	\$ 319,622,078	\$ 326,313,710	\$ 343,663,297	\$ 338,713,146	\$ 349,110,761
Total net debt applicable to limit	53,785,453	55,254,560	51,695,353	57,390,915	53,041,051	84,529,293	91,803,576	86,521,474	93,546,283	85,517,519
Legal debt margin	\$ 211,972,506	\$ 225,169,099	\$ 237,787,911	\$ 236,158,146	\$ 263,413,795	\$ 235,092,785	\$ 234,510,134	\$ 257,141,823	\$ 245,166,863	\$ 263,593,242
Total net debt applicable to the limit as a percentage of debt limit	20.24%	19.70%	17.86%	19.55%	16.76%	26.45%	28.13%	25.18%	27.62%	24.50%
Legal Debt Margin Calculation for Fiscal Year 2016										
Assessed value										\$ 4,363,884,515
Add back: exempt real property										-
Total assessed value										4,363,884,515
Debt limit (8% of total assessed value)										349,110,761
Debt applicable to limit:										
General obligation bonds										31,537,859
Installment Obligations										35,686,398
Certificates of Participation										13,550,000
Lease Financing Agreements - Governmental Activities										4,743,262
Total net debt applicable to limit										85,517,519
Legal debt margin										\$ 263,593,242

TABLE 14

**GRANVILLE COUNTY, NORTH CAROLINA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS**

Fiscal Year	(1) Population	(2) Per Capita Income	(3) Percent High School Graduate	Percent Bachelor's Degree or Higher	(4) School Enrollment	(5) Unemployment Rate
2007	54,606	26,492	66.9	13	8,756	5.2%
2008	55,045	28,098	60.7	13	8,831	6.5%
2009	56,250	27,104	58.4	13	8,786	10.4%
2010	57,434	27,588	65.3	14	8,637	9.9%
2011	60,547	28,085	78.3	14	8,545	10.5%
2012	60,863	28,590	79.9	14	8,505	10.1%
2013	58,036	30,722	81.7	15	8,479	9.8%
2014	58,162	32,087	81.7	15	8,100	6.8%
2015	58,284	35,194	82	17.7	7,988	4.9%
2016	58,750	35,652	82	17.7	7,868	5.1%

Source 1: Population figures are from the North Carolina Department of the State Demographer

Fiscal year 2015 figure based on 2014 Est from NC Dept. of Commerce ACCESSNC table.

Fiscal year 2016 base on FY 2015 figure and projected annual growth of 0.8%

Source 2: Per capita income figures are from the United States Department of Commerce

Bureau of Economic Analysis. Most recent data available thru 2010.

Fiscal year 2011 & 2012 were estimated based on NC Department of Commerce growth projections.

(Note: fiscal years 2003 - 2010 were restated to reflect a single source of information. Previous tables in prior year CAFR documents utilized a different source for this information)

Fiscal year 2015 figure based on 2014 Est. Median Worker Earnings from NC Dept. of Commerce ACCESSNC table.

Fiscal year 2016 base on FY 2015 figure and projected Per Capita income annual growth of 1.3%

Source 3: Percent high school graduates and percent bachelor's degree or higher are from the

North Carolina Department of Commerce files

Fiscal year 2015 figure based on 2014 Est from NC Dept. of Commerce ACCESSNC table.

Source 4: School Enrollment numbers are from the Department of Public Instruction - Average Daily Membership

Fiscal year 2016 figure based on Dept of Public Instruction - Average Daily Membership

Source 5: Unemployment rates are from the North Carolina Department of Commerce - Labor &

Economic Analysis Division

Fiscal year 2015 figure based on 2014 Est from NC Dept. of Commerce ACCESSNC table.

Fiscal year 2016 figure based on NC Dept of Commerce - D4 table

TABLE 15

**GRANVILLE COUNTY, NORTH CAROLINA
PRINCIPAL EMPLOYERS
CURRENT YEAR AND SEVEN YEARS AGO***

2016				2010			
Employer	Employees	Rank	Percentage of Total County	Employer	Employees	Rank	Percentage of Total County
Revlon	1,336	1	4.80%	Revlon	2,000	1	7.71%
Altec Industries	500	2	1.80%	Altec Industries	300	2	1.16%
Food Lion Distribution	300	3	1.08%	Flextronics	325	3	1.25%
Ideal Fastner	285	4	1.02%	Food Lion Distribution	300	4	1.16%
Certainteed Corporation	242	5	0.87%	Ideal Fastener	300	5	1.16%
Bridgestone Bandag	207	6	0.74%	Certainteed Corporation	300	6	1.16%
Clayton Homes	200	7	0.72%	Clayton Homes	250	7	0.96%
Gate Precast	150	8	0.54%	Newton Instrument Co.	175	8	0.67%
Santa Fe Natural Tobacco	140	9	0.50%	Pallet One of North Carolina, Inc.	175	9	0.67%
Newton Instruments	135	10	0.49%	Bandag, Inc.	168	10	0.65%
Carolina Sunrock	113	11	0.41%	Carolina Sunrock	151	11	0.58%
Dill Air Controls	115	12	0.41%	Gate Precast	150	12	0.58%
	<u>3,723</u>		<u>13.38%</u>	Total	<u>4,594</u>		<u>17.71%</u>

Source: Information from Granville County Economic Development Commisison

* Management decided to present this table over a three year period rather than provide ten individual years of information to improve usefulness of the information. Given the changes in business environments, a three year period was determined to provide a clearer picture of economic change. (Note additional years information can be viewed on the County's web site under the Finance Department section: www.granvillecounty.org)

GRANVILLE COUNTY, NORTH CAROLINA
FULL-TIME EQUIVALENT COUNTY EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS
 (UNAUDITED)

Function	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General Government	39	38	40	35	35	35.5	35	36.5	39	39
Human Services	95	98	98	98.5	98.5	100	98	98	99.5	103.5
Community Services	35.5	37	37	40.5	42.5	44.5	49.5	56	56	58.5
Public Safety										
Sheriff's Dept./Detention Center	79.5	85	85	90.5	94.5	99.5	99	99.5	100	99.5
Emergency Services*	78.5	78.5	78.5	72.5	25	26	25	29	31	29
Emergency Management	3.5	3.5	3.5	3	3	4	3	3	4	3
Solid Waste	5	5	5	4	4	4.5	4.5	4.5	5.5	5.5
Water & Sewer	3	-	-	-	-	-	-	-	-	-
Total	339	345	347	344	302.5	314	314	326.5	335	338

Source: Granville County Human Resource Department & Granville County Finance Department

* Emergency Services includes, Forestry, EMS, Emergency Communications, & Animal Control. On July 1, 2010 EMS Services & Staff were transferred to Granville Health Systems.

GRANVILLE COUNTY, NORTH CAROLINA
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS
 (UNAUDITED)

Function	Fiscal Year										
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Public Safety/Sheriff											
Incident Reports**	2,069	1,780	2,072	7,641	8,773	10,220	8,920	8,918	8,763	8,446	8,505
Miscellaneous Incident Reports	5,611	6,566	6,051	-	-	-	-	-	-	-	-
Arrests	1,795	1,238	1,251	1,117	1,023	1,353	1,409	1,189	1,014	887	994
Court Papers	9,195	9,194	8,824	9,096	8,221	8,026	7,427	6,965	5,945	7,532	6,604
Public Safety/Emerg Mgmt/Fire											
Number of calls answered (includes fire & medical first response calls)	2,963	2,403	2,749	2,755	2,475	2,754	2,594	2,585	1,953	2,335	2,333
Inspections	167	170	206	141	172	205	233	263	216	235	247
Solid Waste											
MSW Landfill Tonnage (May 1, 2013 - present)								3,091	17,403	20,634	20,120
C & D Landfill Tonnage	28,184	29,920	32,833	19,810	16,493	17,171	14,237	13,024	15,447	13,480	15,172
Convenience Sites Tonnage	7,548	8,563	8,808	8,572	8,635	8,248	8,069	7,643	7,543	8,625	10,422
Civil Citations	5	6	3	5	4	10	5	7	5	4	6
Criminal Citations	1	-	-	-	1	1	2	-	1	1	-
Community Services/Library											
Items Added to Physical Collection	7,931	9,060	9,465	8,231	2,429	8,903	7,297	6,904	5,468	6,079	6,085
Items Added to Virtual Collection^	-	-	-	-	-	-	4,067	160	N/A	n/a	n/a
Circulation	155,110	154,080	159,820	165,076	178,460	186,335	209,706	136,094	118,346	126,891	135,810
Internet Use	28,995	31,647	42,658	68,323	36,648	42,276	45,828	61,369	45,713	54,830	54,850
Program Attendance	7,762	11,803	10,564	6,347	4,378	4,261	6,594	6,584	14,160	17,367	16,155
Community Services/Planning & Inspections											
Number of Building Permits Issued	613	736	672	612	573	443	393	474	459	513	667
Number of Mobile Home Permits Issued	105	80	121	69	60	61	57	59	52	57	68
Number of Other Permits Issued (Includes Electrical, Plumbing & Mechanical)	848	507	431	466	548	574	588	695	768	825	857
Human Services/Social Services											
Average # Adult Medicaid Eligible Cases	2,253	2,300	2,327	2,317	2,293	2,340	2,464	2,525	2,515	3,000	5,534
Average # Family & Child Medicaid Cases	2,839	3,116	3,281	3,562	4,031	4,168	4,335	4,366	4,315	5,887	5,726
Average # Households Receiving Food Stamps	1,953	2,077	2,173	2,365	3,041	3,738	4,156	4,187	4,412	4,192	3,940
Average \$ Fraud Collections per Month	2,432	3,802	4,147	4,242	3,853	3,313	3,158	2,814	1,714	2,564	5,120
Education											
School enrollment	8,704	8,756	8,831	8,786	8,637	8,545	8,505	8,479	8,037	7,964	7,825

Sources: Various county government departments. School enrollment statistics are from the North Carolina Department of Public Instruction

^ Virtual collection includes e-books & downloadable audio books.

** Beginning fiscal year 2009, the Granville County Sheriff's Department combines miscellaneous incident reports and individually initiated incident reports.

**GRANVILLE COUNTY, NORTH CAROLINA
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS
(UNAUDITED)**

Function	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Public Safety										
Sheriff (Stations)	2	2	2	2	2	2	2	2	2	2
Fire stations	14	14	14	14	14	14	14	14	14	14
Highways and streets										
Streets (miles)	924	1508	1508	1510	1528	1534	1595	1513	1521	1542
Culture and recreation										
Parks	1	1	2	2	2	2	2	2	2	2
Libraries	4	4	4	4	4	4	4	4	4	4
Education										
Schools	18	18	18	19	19	20	20	20	20	20

Source: North Carolina Department of Public Instruction, Granville County
Granville County Finance Office

REVALUATION RESERVE

Overview: North Carolina General Statute 153-A-150 mandates that counties set aside funds to finance the octennial reappraisal of real property. Each year a county must appropriate funds to its reappraisal reserve fund in an amount that will accumulate enough to finance the next reappraisal. Once placed in these accounts, the funds must be used only for this purpose.

Outlook: According to the Tax Administrator and Finance Director the 2010 reappraisal cost a total of \$568,319. In planning for the 2018 Revaluation, it is assumed that the expected reserve fund balance of \$110 plus future deposits and investment earnings will be more than sufficient to meet the projected cost.

Assumptions used to project cost for the 2018 Revaluation:

- Annual Contributions of \$98,000 will be made at the end of each remaining fiscal year.
- Projection assumes an average investment earnings rate range of .5% - 1.0% annually.
- Amount required is calculated on 36,770 parcels being reviewed at \$21.50 each.

Historical Review of Granville County Property Revaluation

<i>Revaluation Year</i>	<i>Number of Parcels</i>	<i>Rate per parcel *</i>	<i>Cost</i>
1994 (actual)	26,852	\$ 12.95	\$ 347,733
2002 (actual)	26,977	\$ 16.60	\$ 434,594
2010 (actual)	30,200	\$ 18.82	\$ 568,319
2018 (projected)	36,770	\$21.50	\$ 790,555

Revised as of 4/6/2013

* Rate per parcel includes associated cost such as advertising, mailings, and printing cost.

Summary of Actual & Projected Fund Balances

	Actual Budgeted Fiscal Year 2011	Actual Fiscal Year 2012	Actual Fiscal Year 2013	Actual Fiscal Year 2014	Actual Fiscal Year 2015	Actual Fiscal Year 2016	Estimated Fiscal Year 2017	Projected Fiscal Year 2018
Annual Appropriation	98,000	98,000	98,000	98,000	98,000	98,000	98,000	98,000
Investment Earnings	12	161	404	315	364	1,690	5,400	6,500
Expenditures	0	0	0	0	0	0	400,000	390,555
Ending Fund Balance*	98,122	196,283	294,687	393,002	491,351	591,041	392,441	8,386

*Reserve amount as of June 30, 2010 was \$110.

School Restricted Capital
Fund Balance Calculation for GASB 54
(Note: Fund Balance shows as a Commitment of Fund Balance in the General Fund)

Fiscal Year	Revenues					Expenditures					Balance Projected to be Committed in General Fund
	Restricted Sales Tax (1)	ADM or Lottery Funds Requested (2)	Investment Earnings Allocation (3)	General Fund Contribution (4)	Total Restricted Revenues	Category 1 Programmed Capital Outlay (5)	Other Capital Outlay Projects (6)	160A(20) Financing Debt Service	GO Bond & Refunding Debt Service	Total Expenditures for School Capital	
07/08	2,310,254	1,103,970	128,278	2,224,453	5,766,955	649,506	1,009,985	142,545	4,300,019	6,102,055	2,750,327
08/09	2,143,015	1,920,000	38,813	1,468,500	5,570,328	675,486	890,743	279,984	4,208,769	6,054,982	2,265,673
09/10	1,832,920	600,000	4,168	1,719,100	4,156,188	926,086	0	273,177	4,180,681	5,379,944	1,041,917
10/11	1,827,708	1,488,000	1,529	2,591,529	5,908,765	675,486	1,018,000	266,370	4,544,906	6,504,762	445,921
11/12	2,048,677	800,000	1,531	3,765,855	6,616,063	540,586	0	259,563	5,651,932	6,452,081	609,902
12/13	2,099,894	1,060,202	1,600	3,630,059	6,791,755	540,586	910,202	252,756	4,947,268	6,650,812	750,845
13/14	2,068,484	1,000,000	102	3,536,006	6,604,592	957,671	0	245,949	5,400,973	6,604,592	750,845
14/15	1,879,749	848,881	375	3,757,335	6,486,340	957,671	0	441,536	5,278,624	6,677,831	559,353
15/16	1,983,450	605,857	420	4,885,689	7,475,416	957,671	280,325	1,378,504	4,886,835	7,503,335	531,435
16/17 Projected	2,143,343	720,000	3,251	4,885,689	7,752,283	957,671	681,600	1,346,734	5,027,711	8,013,716	270,001
17/18 Estimated	2,165,862	539,000	2,400	4,885,689	7,592,951	980,000	0	1,314,964	4,902,096	7,197,060	665,892
18/19	2,220,009	500,000	2,400	4,000,000	6,722,409	1,009,400	0	1,283,194	4,802,604	7,095,198	293,102
19/20	2,275,509	500,000	2,400	4,000,000	6,777,909	1,039,682	0	1,251,424	4,691,738	6,982,844	88,167

* GASB 54 Implementation Year - Expenditure priority = Most Restrictive revenues first, Least Restrictive revenues last

(1) Sales tax revenue estimated to increase 2.5% annually

(2) ADM & Lottery Funds are expected to be limited by State Budget actions in future years

(3) Interest earning rates of 1% used to budget for future years

(4) Includes General Fund contribution for debt service and Other non-restricted revenues (if any)

(5) Category 1 funding is approved each year within the funding strategy adopted in 1997 (growth held to no more than 3% unless specific increase identified and agreed upon by both Boards)

(6) Other Capital Projects as approved by both boards not otherwise identified in this report

DEBT SERVICE SUMMARY

- **Granville County strictly adheres to the requirements set forth by the Local Government Bond Act (G.S. Chapter 159). G.S. 159-55 provides that the net General Obligation debt of the County not exceed 8 percent of the appraised value of property subject to taxation. As of the most recent audited financial statements dated June 30, 2016 the County had a legal debt margin of \$263,593,242**

Total Debt per Capita as of June 30, 2016	\$1,455
GO Debt per Capita as of June 30, 2016	\$ 591

- Granville County has taken the approach to finance projects with a “pay-as-you-go” basis whenever possible, however in 2005, 2009, 2013, the County approved debt for school projects which required a 5¢, 2.5¢, and 2.5¢ tax increases respectively for anticipated debt service. Additionally, in FY 2017, the County approved a 2.5¢ tax increase to fund debt service for the construction of a Law Enforcement center.
- **The County currently holds the following ratings: Moody’s rating is at Aa2, Standard and Poor’s rating at AA-, and the North Carolina Municipal Council Rating of 84.**
- **The County Finance Department has adopted the following targets and outside guidelines to measure the recommended amount of debt that the County could prudently authorize and issue over the next five (5) years:**
 - **Net Tax-Supported Debt Service as a percentage of General Tax Revenues should be targeted at no more than 15% and not exceed 18% (15.2% as of 6/30/2016).**
 - **Net debt as a Percentage of Market Value of Taxable Property should not exceed 2.5% (1.51% as of 6/30/2016).**
 - **The Ten Year Payout ratio (in which 55% or more of the outstanding tax supported debt principal is paid within ten years) will be no lower than 55% (86.0% as of 6/30/2016).**

More information about these targets and the County’s performance can be reviewed in the Statistical Section of the County’s *Comprehensive Annual Financial Report* located on the County’s web site www.granvillecounty.org under the Finance Department page.

The following table shows the budgeted interest expenditures and principle for fiscal year 2017-2018:

Category of Debt	Principle	Interest	Total
Schools	4,508,716	\$ 1,708,344	6,217,060
Hospital	595,162	597,947	1,193,109
Library System	400,000	186,000	586,000
911 Emergency Telephone System Fund & Public Safety - Communication	55,750	5,185	60,935
County Parks	26,935	5,935	32,870
Economic Development	1,414,775	198,753	1,613,528
Detention Center	0	0	
Total Debt Service 2017-2018*	\$7,001,337	\$2,702,164	\$9,703,501

#Taken from 1/11/16 Analysis of Debt for NC Counties - Dept. of State Treasurer – Div. of State and Local Gov’t Finance

DEBT SERVICE

Overview: In response to GASB 54, Granville County incorporated debt service within the General Fund and Emergency Telephone System Fund beginning fiscal year 2011-2012. Granville County has various sources of revenues, which are used to retire each obligation. The current sources of revenue are Granville Health Systems (Hospital), Emergency Telephone System restricted revenues, restricted portions of Sales Tax revenues, Lottery proceeds, and general fund revenues. At present, the County uses several different types of financing: General Obligation Bonds, Installment Purchase, Inter-local Agreements, COPS, and Refunding.

GO or General Obligation debt is issued by the County and pledges the full faith and credit of the County. Therefore, GO bonds must be approved by the citizens of a jurisdiction and are guaranteed by future tax revenue. The most important County obligation is for payment of GO debt. **Refunded GO bonds** represent general obligation bonds that are refinanced to obtain a lower net interest cost.

Installment Purchase (referred to as a 160A-20), is a lease purchase in which the item or items purchased or renovated serve as collateral. There is no public approval necessary and these instruments are generally used for smaller projects due to the low issuance cost of these types of debt. The term of the note is generally shorter than GO bonds.

Analysis of Debt for Granville County						Balances At Fiscal Year End					Principal & Interest Payments					
Debt Description	Type	Funding Source	Issue Date	Scheduled Final Payment	Rate	Balances At Fiscal Year End					Principal & Interest Payments					
						6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	6/30/2021
Installment Purchase – Hospital	160A-20	GHS	1/2003	1/2018	4.09%	97,222	0	0	0	0	181,152	174,335	98,548	0	0	
GO School Bonds – Series 2006	GO Bond	Restricted Sales Tax	11/2006	5/2026	3.732%	0	0	0	0	0	494,000	0	0	0	0	
Installment Purchase – Hospital Window Renovations	160A-20	GHS	3/2007	3/2022	3.97%	574,347	462,250	345,621	224,277	98,027	132,873	132,873	132,873	132,873	132,873	
Installment Purchase – Schools & E-911 Communications	160A-20	School Capital, Gen. Fund & E-	11/2007	11/2022	3.200%	1,062,162	823,428	640,444	457,460	274,476	353,167	342,213	275,508	211,914	205,107	
Library, Series 2009-B	GO Bond	General Fund	8/2009	6/2029	3.530%	4,800,000	4,400,000	4,000,000	3,600,000	3,200,000	610,000	598,000	586,000	574,000	561,000	
Early College School, Series 2009-A	GO Bond	School Capital	8/2009	6/2029	3.730%	960,000	880,000	800,000	720,000	640,000	125,100	122,500	119,300	116,100	112,900	
Refunding Series 2009-C 97.98% School & 2.02% Parks	GO Bond	School Capital	8/2009	6/2020	3.080%	1,690,000	1,065,000	450,000	0	0	1,284,200	1,229,400	680,200	651,450	468,000	
COPS, Series 2010A – RZEDB	COPS	Schools	8/2010	9/2030	*2.914%	7,845,000	7,350,000	6,855,000	6,360,000	5,865,000	918,753	903,195	890,708	871,774	851,603	
COPS, Series 2010B – QSCB^	COPS	Schools	8/2010	9/2025	*0.056%	3,129,000	2,781,333	2,433,667	2,086,000	1,738,333	611,024	611,024	611,024	611,024	611,024	
Medical Office Building - Hospital	160A-20	GHS	7/2012	7/2027	3.73%	1,367,930	1,259,302	1,146,585	1,029,624	908,260	158,648	158,648	158,648	158,648	158,648	
Economic Development Land & Buildings	160A-20	General Fund	9/2012	8/2027	2.350%	7,033,000	6,394,000	5,755,000	5,116,000	4,477,000	816,411	802,226	788,040	773,854	759,668	
Refunding, Series 2013 GO Bonds 99.0492% Schools & 0.9508 Parks	GO Bond	Restricted Sales Tax & GF	2/2013	4/2020	1.755%	13,980,000	12,475,000	11,010,000	9,410,000	7,315,000	1,598,350	1,557,450	2,011,925	1,949,350	2,040,400	
Installment Loan – Hospital ER Renovation	160A-20	GHS	9/2014	8/2044	4.00%	13,272,096	12,994,881	12,706,371	12,406,107	12,093,610	803,040	803,040	803,040	803,040	803,040	
GCHS Expansion	160A-20	Schools	9/2014	10/2029	3.180%	10,180,000	9,395,000	8,610,000	7,825,000	7,040,000	1,146,169	1,121,206	1,096,243	1,071,280	1,046,317	
Refunding, Series 2015 – GO Bonds	GO Bond	Schools	7/2015	5/2026	2.270%	4,888,000	4,373,000	3,863,000	3,359,000	2,861,000	170,074	643,784	625,958	609,267	591,690	
Economic Development # Water & Waste Water	Inter- Local Financing	General Fund	8/2015	1/2022	1.250%	3,977,065	3,201,290	2,415,818	1,620,528	815,297	2,195,488	825,488	825,488	825,488	825,488	
Total						74,855,822	67,854,486	61,031,509	54,213,999	47,326,006	Total	11,598,449	10,025,382	9,703,501	9,360,061	

	Debt Balances Through FY 2026										
	6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024	6/30/2025	6/30/2026	6/30/2027
School Construction	43,511,352	39,002,637	34,548,340	30,127,993	25,664,261	21,211,482	16,872,053	12,674,687	8,960,670	6,750,003	5,395,003
Hospital	15,311,595	14,716,434	14,198,577	13,660,008	13,099,897	12,550,708	12,081,555	11,593,693	11,086,376	10,558,826	10,010,234
Library	4,800,000	4,400,000	4,000,000	3,600,000	3,200,000	2,800,000	2,400,000	2,000,000	1,600,000	1,200,000	800,000
Economic Development	11,010,065	9,595,290	8,170,818	6,736,528	5,292,297	3,838,000	3,199,000	2,560,000	1,920,000	1,280,000	640,000
Parks and Rec	167,060	140,125	113,773	89,470	69,551	49,679	29,950	10,649	0	0	0
911 Dept and Fund 27 E-911	55,750	0	0	0	0	0	0	0	0	0	0
Detention Center											
Total	74,855,822	67,854,486	61,031,509	54,213,999	47,326,006	40,449,869	34,582,558	28,839,030	23,567,045	19,788,829	16,845,237
Principal Reduction	7,143,804	7,001,336	6,822,978	6,817,509	6,887,994	6,876,136	5,867,311	5,743,529	5,271,984	3,778,216	2,943,592

Granville County Debt and Reserve Policies

Debt Policy

Introduction:

The purpose of the Granville County Debt Policy is to provide guidelines and procedures for the issuance and management of debt. Many of the processes for approval, sale and repayment of debt are controlled by North Carolina statutes and regulations. These laws and regulations, which provide debt policy for most North Carolina local governments, are not repeated here, but this policy must be considered in conjunction with those laws and regulations.

Use of Debt Financing:

The County will take a balanced approach to capital funding utilizing debt financing, capital reserves, and pay-as-you-go funding that will provide the least financial impact on the taxpayer. Debt is only to be incurred for financing capital assets that, because of their long-term nature or because of budgetary restraints, cannot be acquired from current or budgeted resources. Debt is not to be used for operational needs. Debt financing can include general obligation bonds, revenue bonds, installment financing, certificates of participation, lease/purchase agreements, special obligation bonds, or any other financing instrument allowed under North Carolina statutes. Granville County will seek to utilize the least costly/most appropriate form of financing for its project needs. When possible, the County will utilize the non-voted (two-thirds) authorization for general obligation bonds that are allowed under North Carolina law.

Authorization for general obligation bond financing generally shall not be considered for capital improvement projects or groups of projects which have a total cost of less than \$5 million dollars or which have a useful life less than ten years.

The use of installment financing or lease-purchase financing can result in unnecessary cost when used inappropriately. Such financing should be used only for purchases over \$100,000 and at interest rates that are reasonable in comparison to general obligation rates.

The term of any type of debt financing will not exceed the useful life of the assets being financed. Target debt ratios will be annually calculated and included in the review of financial trends.

Debt Affordability:

The County will use an objective, analytical approach to determine the amount of debt to be considered for authorization and issuance. This process involves the comparison of generally accepted standards of affordability to the current County values.

These standards and guidelines shall include the following:

Net Debt as a Percentage of Market Value

Net Debt as a percentage of estimated market value of taxable property shall not exceed 2.5%. Net debt is defined as any and all debt that is tax-supported.

Debt Service Expenditures as a Percentage of Total Government Revenues

Debt service expenditures as a percent of total governmental fund revenues should not exceed 15.0%. Should this ratio exceed 15.0% staff must request an exception from the Board of Commissioners stating the justification and expected duration of the policy exception.

Ten-Year Payout Ratio

The County will strive to maintain a debt payment structure whereby 55% or more of outstanding tax-supported debt principal is paid within ten years.

Debt Structure:

The actual structure and sale of most bond issues is conducted in conjunction with the Local Government Commission (LGC), a division of the Office of the State Treasurer. The LGC usually functions as the financial advisor to local governments when issuing debt. Structuring must take into consideration current conditions and practices in the municipal finance market.

Debt will be paid off in a timeframe that is less than the useful life of the asset or project acquired through the financing. General obligation bonds will generally be competitively bid with no more than a 20-year life. Negotiated sales or private placements, however, may be used where allowed when complex financing or sales structure is a concern with regard to marketability. Debt service for each issue will be structured in an attempt to minimize the County's interest payments over the life of the issue while taking into account the existing debt service obligations of the County.

Credit Rating:

The County will seek to obtain the highest bond ratings on its general obligation debt. The County will seek to maintain or improve its current ratings AA- from Standard & Poors and Aa2 from Moody's. Credit enhancements will only be used when necessary for cost-effectiveness and/or marketability. The County will maintain good communications with bond rating agencies about its financial conditions and operations with information being sent to the rating agencies on a regular basis. Credit ratings will be sought from at least two of the major, national rating agencies.

Refunding of Outstanding Debt:

The County will monitor the municipal bond market for opportunities to obtain interest savings by refunding or advance refunding outstanding debt. The estimation of net present savings should be, at a minimum, in the range of 2.5 - 3% of the refunded maturities before a refunding process begins.

Arbitrage Rebate Reporting and Covenant Compliance:

The County will maintain a system of record keeping and reporting to meet the arbitrage and rebate compliance requirements of the federal tax code.

Administration and Implementation:

The County Manager and the Director of Finance are responsible for the administration and issuance of debt including the completion of specific tasks and responsibilities included in this policy.

Reserve Policy

The County will strive to maintain Unassigned General Fund Balance, as defined by the Governmental Accounting Standards Board, at the close of each fiscal year equal to 35% of General Fund Expenditures. At no time shall the County’s Unassigned Fund Balance fall below 30% of General Fund Expenditures. Unassigned Fund Balance in excess of the targeted 35% of General Fund Expenditures may be appropriated from time to time for pay-as-you-go capital and other one-time uses.

The County Board may, from time-to-time, utilize fund balances that will reduce Unassigned Fund Balance below the 30% policy floor for the purposes of a declared fiscal emergency or other such global purpose as to protect or enhance the long-term fiscal security of Granville County. In such circumstances, the Board will adopt a plan to restore the Unassigned Fund Balance to the policy level within 36 months. If restoration cannot be accomplished within such time period without severe hardship to the County, then the Board will establish a different but appropriate time period.

Adopted by Board of County Commissioners _____

**Vehicle Replacement
Recommended Budget
For Fiscal Year 2017-2018**

Department	Prior Year Actual	Original Budget	Amended Budget	Manager Recommendation	Estimated Number of Vehicles
Sheriff's Department	\$ 470,204	\$ 350,000	\$ 389,209	\$ 389,209	10
Inspections	\$ 21,640	\$ 22,000	\$ 24,000	\$ 24,000	1
Animal Management	\$ -	\$ 22,000	\$ 22,966	\$ 22,000	1
Economic Development	\$ 30,119	\$ -	\$ -	\$ -	0
Social Services	\$ -	\$ 25,000	\$ 50,000	\$ 25,000	1
Information Technology	\$ -	\$ -	\$ -	\$ 35,000	1
Fleet Car Services	\$ 3,358	\$ 35,000	\$ 35,000	\$ 30,000	n/a
Totals	\$ 525,321	\$ 454,000	\$ 521,175	\$ 525,209	14

Granville County Board of Commissioners

Zelodis Jay County Commissioner 8009 Highway 96 North Oxford, NC 27565 Home Phone: (919) 693-2907 E-mail: zelodis.jay@granvillecounty.org	District 1
David T. Smith County Commissioner 207 Holly Drive Oxford, NC 27565 Home Phone: (919) 693-3595 E-mail: david.smith@granvillecounty.org	District 2
Sue Hinman County Commissioner 515 Goshen Street Oxford, NC 27565 Home Phone: (919) 603-0888 E-mail: sue.hinman@granvillecounty.org	District 3
Tony W. Cozart County Commissioner 4056 Peace's Chapel Road Oxford, NC 27565 Home Phone: (919)693-8142 E-mail: tony.cozart@granvillecounty.org	District 4
Owen T. Roberts County Commissioner 2524 Summit Lane Creedmoor, NC 27522 Home Phone: (919) 528-2593 E-mail: owen.roberts@granvillecounty.org	District 5
Timothy Karan, Chairman County Commissioner 2763 Garland Court Creedmoor, NC 27522 Home Phone: (919) 528-4525 E-mail: timothy.karan@granvillecounty.org	District 6
Edgar Smoak, Vice Chairman County Commissioner 407 East "F" Street Post Office Box 641 Butner, NC 27509 Home Phone: (919) 575-6663 E-mail: edgar.smoak@granvillecounty.org	District 7

Department Head List

Mr. Michael Felts, County Manager
P. O. Box 906
Oxford, NC 27565
Work Number: 919-693-5240

Brindell B. Wilkins, Jr., Sheriff
P. O. Box 1286
Oxford, NC 27565
Work Number: 919-693-3213

Mrs. Kathy Taylor
Register of Deeds
P. O. Box 427
Oxford, NC 27565
Work Number: 919-693-6314

Mrs. Tonya Burnette, Director
Board of Elections
P. O. Box 83
Oxford, NC 27565
Work Number: 919-693-2515

Mr. Jason Falls
Environmental Programs Director
P. O. Box 906
Oxford, NC 27565
Work Number: 919-691-0928

Mr. Raymond Allen
Parks and Grounds Director
P. O. Box 906
Oxford, NC 27565
Work Number: 919-693-3716

Mr. Steve McNally
Finance Director
P. O. Box 1286
Oxford, NC 27565
Work Number: 919-693-4182

Mr. Paul Westfall, Director
Cooperative Extension Service
125 Oxford Outer Loop Road
Oxford, NC 27565
Work Number: 919-603-1350

Mr. Scott Phillips
Director of Development Services
P. O. Box 877
Oxford, NC 27565
Work Number: 919-603-1425
Barry Baker, Planning Director

Mr. Matt Katz
Animal Management Director
P. O. Box 906
Oxford, NC 27565
Work Number: 919-812-7913

Mrs. Stacey Tapp
911 Center Manager
P. O. Box 906
Oxford, NC 27565
Work Number: 919-692-0141

Mrs. Wendy Pennington
Human Resources Director
P. O. Box 906
Oxford, NC 27565
Work Number: 919-603-1639

Mrs. Debra A. Weary
Assistant to the Manager/Clerk to the Board
P. O. Box 906
Oxford, NC 27565
Work Number: 919-693-5240

Mr. Harry Mills
Economic Development Director
P. O. Box 26
Oxford, NC 27565
Work Number: 919-693-5911

Mrs. Monique Heggie
Internal Auditor
P. O. Box 26
Oxford, NC 27565
Work Number: 919-693-9539

Mr. Doug Logan, Emergency Management
Coordinator/Fire Marshal
P. O. Box 598
Oxford, NC 27565
Work Number: 919-603-1310

Mrs. Sharon Brooks-Powell
Tax Administrator
P. O. Box 219
Oxford, NC 27565
Work Number: 919-693-4181

Mr. Louis W. Bechtel, Director
Department of Social Services
P. O. Box 966
Oxford, NC 27565
Work Number: 919-693-1511

Mr. Jonathan Bradsher, Director
Granville County Library System
P. O. Box 339
Oxford, NC 27565
Work Number: 919-693-1121

Mrs. Kathy May
Senior Services Director
107 Lanier Street
Oxford, NC 27565
Work Number: 919-693-1930

Mr. Warren Daniel
SC5 District Administrator
P. O. Box 10
Oxford, NC 27565
Work Number: 919-693-4603, Ext. 3

Mr. Doug Vaughan
Veterans Service Officer
107 Lanier Street
Oxford, NC 27565
Work Number: 919-693-1484

Mr. Gary Bowen
Maintenance Supervisor
P. O. Box 1286
Oxford, NC 27565
Work Number: 919-603-5335

Mr. Yancey Washington
Clerk of Superior Court
Granville County Courthouse, 101 Main Street
Oxford, NC 27565
Work Number: 919-690-4800

Mrs. Lisa M. Harrison, Director
V-G District Health Department
P. O. Box 367
Oxford, NC 27565
Work Number: 919-693-2141

Mrs. Angela Allen, Director
Tourism Development Authority
P. O. Box 820
Oxford, NC 27565
Work Number: 919-693-6125

Mr. Chris Brame
Network Administrator
P. O. Box 906
Oxford, NC 27565
Work Number: 919-693-0714

Mrs. Sandy Woody
Addressing/Street Sign Coordinator
P. O. Box 877
Oxford, NC 27565
Work Number: 919-692-1278

Mr. Rob Montague
County Ranger
5087 Herbert Henly Road
Oxford, NC 27565
Work Number: 919-693-3154

GRANVILLE COUNTY

FEE MANUAL

Fiscal Year 2017-2018

Solid Waste Management Fees Amended 6/20/2011
 Planning Fees Amended 6/20/2011
 General Government Fees Amended 6/20/2011
Solid Waste Management Fees Amended 5/21/2012
 Tax Administration Fees Amended 5/21/2012
 Inspections Fees Amended 5/21/2012
 Senior Services Fees Amended 5/21/2012
 Register of Deeds Fees Amended 5/21/2012
 Cooperative Extension Fee Amended 5/21/2012
Department of Social Services Fee Amended 5/21/2012
 Sheriff's Department Fees Amended 5/21/2012
 Detention Center Fees Amended 5/21/2012
 Animal Control Fees Amended 6/4/2012
 Board of Elections Amended 6/17/2013
 Planning Fees Amended 6/17/2013
 Animal Control Fees Amended 6/17/2013
 Expo Center Fees Amended 6/17/2013
 Inspections Amended 11/18/2013
Solid Waste Management Fees Amended 6/2/2014
 Granville Athletic Park Fees Amended 6/2/2014
 Planning Fees Amended 6/2/2014
 Senior Services Fees Amended 6/2/2014
 Fire Marshall Fees Amended 6/1/2015
 Planning Fees Amended 6/1/2015
 Library Fees Amended 6/1/2015
 Granville Athletic Park Fees Amended 6/1/2015
Department of Social Services Fees Amended 6/1/2015
 Solid Waste Management Fees Amended 6/1/2015
Animal Management Division Fees Amended 6/6/2016
 Fire Marshal Fees Amended 6/6/2016
 Planning Fees Amended 6/6/2016
 Register of Deeds Fees Amended 6/6/2016
 Tax Administration Fees Amended 6/6/2016
 Granville Athletic Park Fees 6/6/2016
 Sheriff's Department Fees 6/6/2016
 Solid Waste Management Fees 6/6/2016

Recommended Changes for 2017-2018 Highlighted

Introduction

Granville County Government provides many services to its citizens. While a majority of the revenue that pays for these services is through local and State authorized taxes, some services are appropriately funded by user-fees. The user-fee concept essentially states that the cost of services that benefit a certain person or group of persons should be paid for by those persons. The cost of the service should be measurable and some administrative mechanism for charging the beneficiary should be available.

The user-fee concept promotes fairness because the revenue supplements the tax dollars that would otherwise be used to pay for the service. If, for example, the Inspections Department was funded by general tax revenue, the general citizenry would pay for the mandatory inspections required of homebuilders and developers. A full-cost recovery user-fee supplants this tax revenue and transfers these costs to the beneficiary of the services, ultimately the home buyer.

The following pages present a consolidated directory of user-fees for all departments.

EMERGENCY SERVICES DEPARTMENT

EMS Division Fees

	Fee
Ambulance Call Record (ACR) Fee (applies only to liability claims for person injury) (amended 3-15-99; amended 7-1-05)	\$15.00
Ambulance Franchise Application Fee	\$1,000.00

Animal Management Division Fees

	Fee
Redemption by Owner- 1 st Time	\$25.00
Redemption by Owner- 2 nd Time within 1 year	\$50.00
Redemption, more than twice in 1 year	\$75.00
Boarding Fee while animal impounded	\$10.00 per day
Adoption Fee (amended 6/4/12) – includes vaccines	\$50.00
Adoption Fee for 501C3 Non-Profit Rescues & Fostering Veterinarians	\$15 per animal with a maximum of \$50 per day*
Vaccination Fee (1Year)	\$6.00
Failure to comply with adoption contract penalty	\$150.00

*No adoption fees for 501c3 non-profit rescues and fostering veterinarians after they have paid \$1,000 in adoption fees during the calendar year. This resets on a calendar year basis.

Spay/Neuter Program:

Adopters can choose to purchase Spay/Neuter coupons from the Animal Shelter, which can be used for spay/neuter operations performed by veterinarians within the participating network. There are a limited number of coupons available each year. Coupon Fees are as follows:

Dog/Puppy less than 60 pounds	\$45
Dog/Puppy 60 pounds and over	\$55
Cats/Kittens	\$30

Note: Special rules apply for low income eligible adopters; contact the Animal Shelter staff for more details.

Fire Marshal Fees

Section A. Permits:	Fee
1. Airports, Heliports, and Helistops: Operation of an airport, heliport, or helistop	\$50.00
2. Bowling Pin and Bowling Alley Resurfacing and Refinishing: Bowling Pin refinishing or Bowling Lane Resurfacing	\$50.00
3. Cellulose Nitrate Motion Picture Film: Storage and handling of over 25lbs of cellulose nitrate film	\$50.00
4. Cellulose Nitrate Plastic	\$50.00
5. Combustible Fibers: Storage and handling of combustible fibers in excess of 100 cubic feet	\$50.00
6. Compressed Gas: Storage, use, or handling of more that 2,000 cubic feet of flammable compressed gas or 6,000 cubic feet or nonflammable compressed gas	\$50.00
7. Crude Oil Production	\$50.00
8. Cryogenic Fluids: A. Production, storage or sale of cryogenic fluids B. Transportation on the highway of flammable cryogenic fluids in excess of 120 gallons C. Transportation on the highway of liquefied oxygen or cryogenic oxidizers in excess of 120 gallons D. Storage and transportation of nonflammable, nontoxic cryogenic fluids in excess of 500 gallons E. Storage or use of more than 10 gallons of liquefied oxygen, flammable cryogenic fluids or cryogenic oxidizers	\$50.00
9. Dry Cleaning Plants: Operation of a dry cleaning plant	\$50.00
10. Explosives, Blasting Agents and Ammunition: A. 48 Hours B. 7 Days C. 30 Days 1) To manufacture, possess, store, sell or otherwise dispose of explosive or blasting agents 2) To transport explosive or blasting agents 3) To use explosive or blasting agents 4) To operate a terminal for handling explosive or blasting agents	\$125.00 \$250.00 \$500.00

<ul style="list-style-type: none"> 5) To deliver to or receive explosives or blasting agents from a carrier at a terminal between the hours of sunset and sunrise 6) To transport blasting caps or electric blasting caps on the same vehicle with explosives 	
<p>11. Flammable and Combustible Liquids:</p> <ul style="list-style-type: none"> A. Storage, handling or use of Class I flammable liquids in excess of 3 gallons in any dwelling or other place of human habitation, or in excess of 6 gallons in any other dwelling or other occupancy, or in excess of 10 gallons outside of any building; except that no permit shall required for the following: B. Storage, handling or use of Class II or III liquids in excess of 25 gallons in a building; or in excess of 60 gallons outside a building, except for fuel oil used in connection with oil burning equipment C. For the manufacturing, process, blending, or refining of flammable or combustible liquids. Applications for a permit shall be accompanied by plans showing the topography of the proposed site, the proximity of the plant to places of assembly, residential, or mercantile occupancies, and adequacy of water supply for fire control; D. For the storage of flammable or combustible liquids in stationary tanks 	\$50.00
<p>12. Flammable Finishes</p> <ul style="list-style-type: none"> A. Spraying B. Dipping <p>Spraying or dipping operations utilizing more than 1 gallon of flammable or combustible liquid on any working day</p>	\$50.00 \$50.00
<p>13. Fruit Ripening Processes: Crop ripening or coloring process</p>	\$50.00
<p>14. Fumigation and Thermal Insecticide Fogging: Any fumigation or thermal insecticide fogging process</p>	\$50.00
<p>15. Hazardous Chemicals:</p> <ul style="list-style-type: none"> A. Storage or handling of more than <u>55 gallons of corrosive liquids</u> B. Storage or handling of more than <u>500 pounds of oxidizing materials</u> C. Storage or handling of more than <u>10 pounds of organic peroxides</u> D. Storage or handling of more than <u>500 pounds of nitro methane</u> E. Storage or handling of more than <u>1,000 of ammonium nitrate fertilizers and fertilizer mixtures</u> F. Storage or handling of <u>any amount of highly toxic material or poisonous gas</u> G. Storage or handling of more than <u>one millieurie or radium or other radioactive material</u> H. Storage or handling of any amount of radioactive material for which a <u>specific license from the United States Nuclear Regulatory Commission is required</u> 	\$50.00

I. Filing fee for each Material Safety Data Sheet (MSDS) or other filing required by the Superfund Amendments and Reauthorization Act (SARA) of 1986	\$1.00 per sheet
16. High Pile Combustible Stock: High pile stock in areas of more than 2,500 square feet (with 231 C Systems)	\$50.00
17. Liquefied Natural Gas:	\$50.00
18. Liquefied Petroleum Gas: Storage contain exceeding 299 gallons individual water capacity or combined container storage exceeding 499 gallons irrespective of individual container size	\$50.00
19. Lumber storage: Any facility or operation in which more that 100,000 board feet of lumber is to be storage or used	\$50.00
20. Magnesium: Melting, costing, heat treating machining, or grinding of more than 10 pounds of magnesium per working day	\$50.00
21. Mechanical Refrigeration: Installation or operation of cylinders with more than 20 pounds of refrigerant	\$50.00
22. Motion Picture Project: To operate a motion picture projection machine	\$50.00
23. Organic Coatings: Manufacturing of more than one gallon of organic coating on any working day	\$50.00
24. Ovens: Industrial baking or drying ovens using oil or gas fuel	\$50.00
25. Pipelines for Flammable or Combustible Liquids	\$50.00
26. Places of Assembly:	
A. <u>Small</u> : Any building or room or space within a building having a local occupancy of 100-700 persons which has been designed and intended to be operated, used, or maintained as a place of assembly	\$50.00
B. <u>Large</u> : Same as small assembly except exceeding 700 persons	\$50.00
27. Pulverized particles (dust): Industrial processes producing combustible dusts	\$50.00
28. Repair Garages: Any place of business using any building, shed, or enclosure for the purpose of servicing motor vehicles	
A. Small: <5,000 square feet	\$50.00
B. Large >5,000 square feet	\$50.00
29. Tank Vehicles for Flammable & Combustible Liquids: Businesses of Delivery of flammable or combustible liquids from tank vehicles, Tank Bulk Storage Farm	\$50.00
30. Tents and Air Supported Structures: Any tent or air supported structure exceeding 120 square feet in area or intended for the use of 10 or more people	\$50.00
31. Tire Rebuilding Plant	\$50.00
32 Wrecking Yard, Junk Yard or Waste Handling Plant: To conduct or maintain any wrecking yard, junk yard, or waste material handling plant	\$50.00
33. Underground Storage Tank Installation or Removal (Per Site)	\$200.00
34. Above Ground Storage Tank Installation or Removal (Per Site)	\$200.00

35. Temporary Kiosks	\$25.00
36. Open Burning Permit: A. Residential or Bonfire B. Commercial	No Charge \$50.00
37. Semiconductor Fabrication Facilities: Using Hazardous Production Material (HPM); Any semiconductor fabrication facility which store, handle or use hazardous production materials Hazardous Production (Material-HPM)-a solid, liquid or gas that has a degree of hazard rating in Health, flammability or reactivity of Class 3 or 4 as ranked by NFPA Standard 704	\$50.00
38. Welding and Cutting, Calcium Carbide and Acetylene Generators: A. Welding or Cutting Exception (Welding or Cutting) A. Welding or cutting in areas approved for the purpose B. Having an approved permit system established for the control of the fire hazards involved Cylinders and container storage exceeding: A. 2,000 cubic feet of flammable compressed gas B. 300 pounds of liquefied gas (LPG) C. 6,000 cubic feet of nonflammable compressed gas Use or storage of calcium carbide in excess of 200 pound Operation of an acetylene generator having a carbide capacity exceeding 5 pounds	\$50.00
39. Matches: Manufacture or storage of more than 25 cases in aggregate	\$50.00
40. Fireworks: A. Manufacture B. Sale, Possession, Outdoor Public Display C. Indoor Public Display	\$100.00 \$200.00 \$300.00
1. Photocopies: Copies of fire reports, documents, etc. to support office operation	\$.10 Per sheet
Section C. Mandated State Inspections	
1. Regular Inspections	See Section E
2. Imminent Hazard Violation (fine for EACH violation immediately). Overcrowding Locked Exit Door Blocked Exit Door	\$250.00
3. Other Non-compliance (fine for EACH violation)	\$50.00

Section D. Re-inspections	\$50.00
1. Fee after two inspections when owner/operator fails to comply with code requirements and does not file an appeal (Paid by business owners or operators)	\$100.00
Section E. Municipal Interlocal Agreements	
1. Periodic Inspections Within Municipalities and Municipal ETJ's: (Paid by contracting municipalities to perform fire code enforcement within their jurisdiction)	Same as Unincorporated Area
2. Constructions Re-inspections: For multiple inspections in new commercial per construction (Paid by the contractor)	Same as Unincorporated Area
<u>New Construction</u>	
\$0-\$2,500	\$50.00
\$2,501-\$25,000	\$175.00
\$25,001-\$50,000	\$350.00
\$50,001-\$100,000	\$500.00
\$100,001 and up	(add \$2.50 over \$100,00)
Up-fits and change of use---same as new	\$100.00
Plan Review Fee	\$50.00
<u>Routine Inspections</u>	
<i>Manufacturing & Industrial</i>	
0-3,000 sq ft	\$50.00
3,001-5,000 sq ft	\$100.00
5,001-10,000 sq ft	\$150.00
10,0001-50,000 sq ft	\$200.00
50,001-100,000 sq ft	\$250.00
	\$300.00
<i>Business & Mercantile</i>	
0-1,500 sq ft	\$20.00
1,500-3,000 sq ft	\$50.00
3,001-5,000 sq ft	\$100.00
5,001-10,000 sq ft	\$150.00
10,001-50,000 sq ft	\$200.00
50,001-100,00 sq ft	\$250.00
100, 001 and up	\$300.00
Day Care	\$100.00
Rest Home	\$50.00/ or \$10.00 per sleeping unit
Family Care Homes	\$50.00
Nursing Centers	\$50.00
Hospitals/Institutional Facilities	\$100.00

Foster Homes	\$25.00
ABC Permit	\$100.00
Churches	\$50.00
Schools	\$50.00
Residential/Dormitory	\$50.00 or \$10.00 per sleeping unit
Work started without a permit	\$250.00 + permit fee
Work finished without a permit	\$500.00 + permit fees

NOTE

Imminent Hazard violation fines may be assessed immediately upon inspection. Regular noncompliance fines will be assessed after an agreed upon “correction” grace period. A re-inspection will be set up after the grace period and compliance will be determined.

Inspections Fees

New Homes & Modular Homes					
		B	E	P	M
Up to 1200 sf	\$573.00	\$288	\$115	\$85	\$85
1200 to 2000 sf	\$747.00	\$345	\$172	\$115	\$115
2001 to 3000 sf	\$945.00	\$372	\$229	\$172	\$172
3001 to 5000 sf	\$1060.00	\$402	\$256	\$201	\$201
5001 sf and up \$1,060.00 (add \$0.26/sf over 5000 sf)					
HRF (Homeowners Recovery Fund)	\$10.00				
Temporary Service Pole Inspection Fee	\$60.00				
Residential Additions/Remodel					
Up to 400 sf Base Fee+		\$115.00			
401 sf to 800 sf Base Fee+		\$172.00			
Trade Fees <i>Elect, Plbg, & Mech</i>		\$60.00			
801 sq and up		Use new home rate			
Manufactured Homes					
	Without A/C				With A/C
Single Wides	\$258.00				\$318.00
Double Wides	\$314.00				\$374.00
Triple Wides	\$314.00				\$374.00
Multi-Family Dwellings					
First Unit					\$859.00

Each Additional Unit	\$229.00
Trade Fees	
Building	\$60.00
Electrical	\$60.00
Plumbing	\$60.00
Mechanical	\$60.00
Houses Moved onto Lots	
Base Fee+	\$172.00
Trade Fees <i>Elect, Plbg, & Mech</i>	\$60.00
Residential Accessory Buildings/Structures (Storage Bldgs, Garages, Carports, Decks, Porches, Gazebos, etc.)	
Base Fee+	(Built on lot) \$115.00
Trade Fees <i>Elect, Plbg, & Mech</i>	\$60.00
Swimming Pools	
Base Fee+	\$115.00
Trade Fees <i>Elect & Plbg</i>	\$60.00
Farm Accessory Buildings	
Trade Fees <i>Elect, Plbg, & Mech</i>	\$60.00
Nonresidential	
\$0-\$2,500	Trade Fee
\$2,501-\$25,000	\$225.00
\$25,001-\$50,000	\$443.00
\$50,001-\$100,000	\$873.00
\$100,001-\$200,000	\$1,730.00
\$200,001-\$350,000	\$3,001.00
\$350,000-\$500,000	\$4,228.00
\$500,001-\$750,000	\$5,592.00
\$750,001-\$1,000,000	\$7,058.00
\$1,000,001 and up (add \$3.07/1,000 over 1 mil.) Over \$25,000,000. Actual cost based on \$60/hr	
Service Pedestals	
Trade Fee (Elect)	\$60.00
Temporary Service Poles	
Trade Fee (Elect)	\$60.00
Re-inspection / Trip Fees	
Re-inspection / Trip Fees	\$65.00
ABC Permit Licensing Inspections	
Inspection Fee	\$172.00
Contractor Change on Residential Building Permit	
A \$50 administrative fee will be charged to change the Contractor information on an un-expired building permit if the residential property owner or Contractor of an un-expired residential building permit can provide adequate documentation to support the contractor information change.	
Re-Issuance of Expired Building Permit	

50% of original permit-(Permits expired for more than 18 months will not be re-issued. A new permit must be obtained)	
Signs	
Base Fee+	\$60.00
Trade Fee (Elect)	\$60.00
ATM	
Base Fee+	\$60.00
Trade Fee (Elect)	\$60.00
Adult/Juvenile Group Home Inspections	
Inspection Fee	\$115.00
Housing Complaints	
Inspection Fee	\$60.00
City of Oxford-Verification of Utilities	
Inspection Fee	\$26.00

Planning Fees

	Fee
Zoning	
Single Family, Two Family Dwelling, or Manufactured Homes	\$80.00
All other Residential	\$55.00
Boarding Stables	\$80.00
Commercial/Industrial & Additions	\$250.00 up to 1 acre of proposed development land area + \$25.00 per acre over 1 acre of proposed development land area
Riding Stables/Riding Academy Zoning Permit	\$250.00
Horse Show Zoning Permit	\$250.00
Special Event Zoning Permit	\$80.00
Sign	\$40.00 per each sign
Road/Street Closings	\$75.00 plus the actual cost of processing the request, advertising, mailing to adjacent property owners, etc.
Vested Right Approval	\$800.00 up to 1 acre of proposed development land area + \$25.00 per acre over 1 acre of proposed development land area
Conditional Use Permit	\$900.00 up to 1 acre of proposed development land area + \$25.00 per acre over 1 acre of proposed development land area
Horse Show Conditional Use Permit	\$900.00
Variance	\$885.00
Appeals	\$790.00

Special Use Permit	\$2,400.00 up to 1 acre of proposed development land area + \$25.00 per acre over 1 acre of proposed development land area
Wireless Telecommunication Antenna Located on existing facility (co-location) – Collocation Fee	\$500.00
Deposit for technical consulting review for wireless telecommunication facilities collocations	\$1,000.00
Deposit for technical consulting review for wireless telecommunication facilities (new towers)	\$6,500.00
Appeal of Co-location Denial	\$1,000.00
Zoning Map Amendment (re-zone)	995.00 up to 1 acre of land area + \$25.00 per acre over 1 acre of land area
Land Development Ordinance Amendment	\$650.00
Copy of Land Development Ordinance	\$25.00
Land Development Ordinance CD-ROM Digital	\$30.00
81/2"x11" GIS Generated Map (any scale)	\$5.00 per map
36" x 36" Official Zoning/Watershed Map (1 inch=800 feet scale)	\$25.00 per map
40" x 36" Official Zoning/Watershed Map (Entire County)	\$25.00
Subdivision	
Exception Plat	\$25.00 per plat signed
Minor or Family Subdivision Plat	\$50.00 plus \$10 per each lot including residual tract or lot
Major Preliminary Subdivision Plat	\$1,100.00 plus \$25 per lot over 1 lot including residual tract or lot
Major Final Subdivision Plat	\$605.00 plus \$25 per lot over 1 lot including residual tract or lot
Subdivision Variance	\$165.00 per subdivision application
Private/Public Road Sign	\$135.00 or actual cost for sign & installation /whichever is higher
Legal Review of Subdivision Agreements	\$400.00
Watershed Protection	
Single Family Residential	\$15.00
Boarding Stables	\$15.00
Riding Stables/Riding Academy	No Fee

Horse Show	No Fee
Special Event	\$15.00
Other Residential Uses	\$30.00 plus \$10 per each additional acre over one acre of proposed development land area
Non-Residential Uses	\$50.00 plus \$10 per each additional acre over 1 acre of proposed development land area
Minor or Family Subdivision Plat	\$5.00 plus \$1 per each lot including residual tract or lot
Major Preliminary Subdivision Plat	\$30.00 plus \$5 per each lot including residual tract or lot
Major Final Subdivision Plat	\$20.00 plus \$2 per each lot including residual tract or lot
Exception Plat	\$25.00 per plat signed
Special Intensity Bonus Density Allocation (SIBDA)	\$.10 per square foot
Escrow deposit for technical consulting review for Falls Lake Watershed stormwater compliance if rules are triggered (applicant must replenish escrow deposit if base escrow amount is exceeded by review prior to receiving a zoning permit)	Base Escrow Amount: \$1,000

Addressing/GIS

Private/Public Road Sign	\$135.00 or actual cost for sign & installation /whichever is higher
Sponsored Littered Signs 18 x 24* sign, 8 foot post & install 12 x 18* sign, 4 foot post & install *2 part sign	\$90.00 per sign \$75.00 per sign (minimum of 2 signs for sponsor name)

Register of Deeds Fees

Vital Records	\$10.00
Birth Certificate Amendments	\$10.00
Delayed Birth Certificate Preparation	\$20.00
Birth Certificate Legitimations	\$10.00
Marriage License (Total)	\$60.00
A. Children's Trust (Included in Total)	\$5.00
B. Domestic Violence (Included in Total)	\$30.00
Notary Oaths	\$10.00
Certified Copies	\$5.00 for 1 st page \$2 each additional page
Plat Copies	\$2.00
UCC Search	\$30.00
UCC Search Copies	\$1.00
Old Deed/Marriage Copies	\$0.25
Photocopies	\$0.25
Miscellaneous Documents	\$26.00 1 st 15 pages \$4 each additional page
Deeds	\$26.00 1 st 15 pages \$4 each additional page
Deeds of Trust	\$64.00 1 st 15 pages \$4 each additional page
Excise Stamp Tax	\$1.00 + 2% per 1,000
Excise Recreation/Heritage	\$1.00 -2% per 1,000
UCC Fixture Filings & Amendments (FF)	\$38.00 up to 2 pages \$45 if more than 2 pages plus \$2 per page over 10 pages
Certification Notary	\$2.00
Non-Standard Document Fee	\$25.00

Board of Elections Fees

	Fee
Computer Generated List in Hardcopy	\$0.00717 per page
Computer Generated CD	\$25.00 per run
Computer Generated 3.5" Diskette	\$25.00 per run
Computer Generated Labels	\$.3543 per page or actual costs \$.01181 per label or actual costs
Letter, Legal or Ledger Size Photo Copies	\$0.25

Filing Fees are determined by the Office and posted prior to each filing period.

Granville County Tax Administration

The Tax Administration is the department that is responsible for billing and collecting the Ad Valorem Taxes for the County. The tax rate is set each year as a part of the Budget. The following fees are charged for the other services that the Tax Administration provides.

8 1/2 x 11 Aerial Map	\$3.00
8 1/2 x 11 Line Map	\$2.00
11 x 17 Aerial Map	\$5.00
11 x 17 Line Map	\$3.00
	(add .50 if emailed)
Paper copies or email copies in JPEG format	See attached GIS Fee Schedule
Property Record Cards	0.00
Computer Printouts (Special)	\$50.00 setup + 0.015 per name
Computer Printouts (Entire County)	\$50.00 setup + 0.01 per name
Information on Computer Disk	\$30.00 + Cost of Disk
Returned Check Fee/Non-Existent Account	\$25.00 or 10% of check amount, whichever is greater
Garnishment Fee – County Taxes Only	\$30.00-\$60.00
Municipal Taxes Collection Fee	1.50%
Late Listing Fee	10%
Late Payment Fee	2% 1 st month after 1/5, 0.75% each month thereafter
Interest on unpaid taxes on classified motor vehicles accrues at the rate of	5% for the first month following the date the taxes are due and three-fourths percent (3/4%) for each month thereafter until taxes are paid
GIS Fee Per Layer – Shape Files	\$10.00
Parcel Shape Files	\$100.00 plus direct costs for each update
Custom hard copy maps, other custom maps	\$35.00 per hour
Tax Data – Excel Format	\$50.00

*Final notice is sent to the taxpayer with the initial fee of \$30.00, providing the taxpayer an opportunity to make arrangements or satisfy the tax lien within (10) ten days of the notice. If taxpayer fails to respond, then the garnishment to the employee is assessed and an additional \$30 is attached. If there are multiple employees to the same employer, then the second \$30 fee is distributed equally among the employees.

Library Fees

	Fee
Overdue Fines for Books, Magazines, and Music CDs and VHS Tapes	\$0.15/day \$5.00 maximum
Overdue Fines for DVDs and Books on Tape or CD	\$0.15/day \$5.00 maximum
Overdue Fines for “Boodle Bags”	\$1.00/day \$15.00 maximum
Replacement Cost of a Library Card	\$1.00
Sending Faxes	\$1.00/page
Receiving Faxes	\$0.50/page
Computer Printing-black & white	\$0.10/page
Computer Printing-color	\$1.00/page
Genealogy Research Fee (Applies only to requests for research made by mail or email)	\$5.00
Processing fee to be added to final statement. Not to be refunded if item is returned	\$5.00
Charge for out-of county residents	\$15.00/annual
Patrons to pay their own Inter Library Loan half/actual cost	Postage at half the actual cost
Replacement costs for lost materials (with exception of “Boodle Bag”)	Average cost of purchase
Replacement costs for lost items in “Boodle Bags”	Actual Replacement Costs

Senior Services Fees

All services provided through the Senior Centers in Granville County are generally provided at no cost to the participants except for the Fitness Programs. Donations are accepted if a participant wishes to make one.

The following charges apply to the Fitness Program.

	Fee
Stretch and Wiggle	No charge
Joining Fitness Program, which includes: Low Impact Aerobics Use of fitness Equipment and Water aerobics	\$12.00 per month (Oxford) \$10.00 per month (Creedmoor) (Oxford M-W-F, Creedmoor T-TH)

“Scholarships” are available for the Fitness Programs. Please apply with any of the Senior Services Staff.

General Government Fees

Non-Departmental fees are set for each office of County Government. These fees should be followed by all County Employees unless the fee is specifically set by General Statutes or by an adopted Granville County Ordinance.

	Fee
Returned Check Fee	\$25.00
Photocopies (other data collection/copying)	\$0.10
ID Fee (labor cost plus materials)	\$4.00

Granville Athletic Park Fees

Practice Field	\$10/per 1 ½ hr	
½ Soccer Field	\$25/per 1 ½ hr	
Soccer, Baseball, Softball Field or Basketball Goals	\$25/per 1 ½ hr	
Lighted Baseball/softball/Soccer		
Non Resident rates are two times the posted residential rates		
Facilities		
	Half Day	Full Day
Picnic Shelter	\$50.00	\$100.00
Sports Pavilion	\$150.00	\$250.00
Amphitheater	\$25.00	\$50.00
Spray Park		
Spray Park Available by appointment (Tue-Sat 10 am -1pm) \$50.00/hr Group Rentals Open to General Public (Tue-Sun 1pm-6pm) \$1.00 per person		
Spray Park is open between Memorial Day and Labor Day at the days and time specified above		
Tournament		
Tournament Rental is Friday 5pm -10pm, Saturday 8am-10pm and Sundays 1pm-10pm. Additional time is billed at the resident rate for specific field type.		
\$100.00 per Field		
<u>Special Note</u>		
<ol style="list-style-type: none"> Field Rentals are based on 1.5 hours of rental use Half day rental is 5 hours or less, full day rental is any rental over 5 hours during the day. Tournament rates include; field lights if applicable, baseball/softball fields lined once each day baseball/softball drag once each day, and one conference room. Additional baseball/softball drag and/or lining is available at a rate of \$25.00 per field 		

GRANVILLE COUNTY EXPO & CONVENTION CENTER

<u>Rental Fees</u>		
Auditorium	\$150 Half Day	\$250 Full Day
Meeting Room	\$150 Half Day	\$250 Full Day
Auditorium & Meeting Room	\$300 Half Day	\$500 Full Day
Grounds (subject to availability)	\$150 Half Day	\$250 Full Day
Kitchen (subject to availability)	Free	Free
<p>*Half day rental is 5 hours or less, full day rental is any rental over 5 hours. The applicant must set-up and clean-up within the scheduled time that is listed on the rental agreement. If the applicant needs an additional day to set-up then the applicant would have to pay an additional rental fee.</p> <p>* ½ price rental fees for Granville County affiliated government agencies, effective September 4, 2012.</p>		
<u>Cleaning/Damage Deposit (Refundable*)</u>		
Auditorium	\$200.00	
Meeting Room	\$200.00	
Auditorium & Meeting Room	\$400.00	
<p>* The Cleaning/Damage Deposit is refundable if the facility is clean and without damages based on the conditions of the Rental Agreement.</p>		

Department of Social Services Fee

	Fee
Home Study for Adoption Cases Fee	\$250.00

Sheriff's Department Fees

	Fee
Service Fees	\$30.00 per defendant
Fingerprints	\$10.00
Gun Permits	\$5.00
Concealed Carry Permit	\$98.00/new
Concealed Carry Permit	\$83.00/renewal
Duplicate Permits	\$15.00
Drivers History (In-State)	\$2.00
Drivers History (Out-of-State)	\$3.00
QHNC Criminal History with Request from Attorney	\$3.00
Posted Land Fee	\$10.00
Posted Land Signs (Each Sign)	\$1.00
Notary	\$3.00

Detention Center Fees

	Fee
Daily Jail Fee	\$10.00
Inmate Medical Co-Pay	\$20.00 per visit
Overnight Out of State Inmate Transports	\$40.00 per inmate
U.S. Marshalls' Fee for Overnight Stay	\$35.00 per inmate

Solid Waste Management Fees

	Fee
Use of Convenience Centers Households not having a recognized collections service (per ordinance)	\$86.00 per year
Use of Convenience Centers Households having a recognized collections service	\$20.00 per year
Landfill Tipping Fees: Construction & Demolition and Municipal Solid Waste	In County - \$40.00 per ton Out of County - \$40.00 per ton
Lump sum disposal fee per single wide mobile home	\$250.00
Clean Yard Waste/Land Clearing Debris/Inert Debris <ul style="list-style-type: none"> ▪ Pickup truck ▪ Single axle truck ▪ Tandem truck ▪ Tandem 14 ▪ Trailer (22 feet) 	\$40.00 per ton
Mulch (\$5.00 for material + \$5.00 for loading)	\$10.00
Animal Carcasses	No charge
Asbestos	\$50.00 per ton
Commercial Certified Weight	\$5.00

SERVICE EXPANSIONS



SUMMARY OF REQUESTED SERVICE EXPANSIONS

GENERAL FUND REVENUE	County Manager Recommends	Board Approves
Amount Available fro Service Expansions (Revenues over Expenditures)	\$427,856	\$0
Amount Requested from Fund Balance	\$0	\$0
Total	\$427,856	\$0
Total Available for Service Expansions	\$0	\$0

Note: 1 penny on the tax rate = \$449,032

GENERAL FUND REQUESTS

Page #	Department	Title	Dept. Mgrs Priority	Estimated Cost	R N	Board Member's Priority	Comments
1	Gen. Gov't	Broadband Telecom Inventory		\$28,500	N		
2	Gen. Gov't	3% 401 -K Match		\$221,555	R		
3	Gen. Gov't	Strategic Plan Update		\$4,000	R		
4	Human Resources	Long Term Disability		\$19,063	R		
5	Human Resources	Paycom's Talent Acquisition		\$6,032	R		
6	Elections	Part-Time Workers Scan		\$19,010	R		
7	Elections	Additional Elections Clerk		\$35,245	R		
8	Elections	Server & Standalone Internet		\$10,000	N		
9	Elections	Upgrade and Migration to Cloud		TBD	R		
10	Elections	New Voting Equipment Funding (in 2016)		\$600,000	N		
11	Detention Center	Detention Officer		\$39,235	R		
12	Animal Control	Car Port Outside Kennels		\$6,000	N		
13	Animal Control	Admin Assistant		\$29,630	R		

Page #	Department	Title	Dept. Mgrs Priority	Estimated Cost	R N	Board Member's Priority	Comments
14	Animal Control	Animal Shelter		\$1,700,000	N		
15	Granville Health Systems	EMS Station #7		5,000-217,442	R		
16	District Health Department	Additional Annual Operating Allocation		\$5,000	R		
17	Veteran Services	Part Time Technician		\$12,936	R		
18	Senior Services	Sr. Center North Renovations		\$277,500	N		
19	Education	Capital Outlays - Category I		\$1,877,034	R		
20	Education	Capital Outlays - Category II and III		\$36,707	R		
21	Education	School Operating		\$596,210	R		
22	Education	VGCC Main Campus Capital Outlay		\$5,833	R		
23	Education	VGCC Main Campus Current Expense		\$31,552	R		
24	Social Services	Quality Assurance Specialist	1	\$24,931	R		
25	Social Services	Income Maintenance Supervisor II	2	\$24,065	R		
26	Social Services	Social Worker II	3	\$23,127	R		
27	Library	Evening Security Guard		\$18,000	R		
28	Library	Adult Services Librarian - South		\$45,000	R		
29	Library	Part-Time Worker - Special Programs		\$9,572	R		
30	Recreation	AED Equipment		\$4,000	N		
31	Special Appropriations	Oak Hill Heritage Museum		\$25,000	R		

Page #	Department	Title	Dept. Mgrs Priority	Estimated Cost	R N	Board Member's Priority	Comments
32	Special Appropriations	Boys & Girls Club		\$20,000	R		
33	Special Appropriations	FGV Smart Start		\$5,000	R		
34	Special Appropriations	GC Museums		\$40,000	R		
35	Fire Services	Base Funding Adjustment		\$210,000	N		
Total of all Service Expansion Request				\$6,014,737 - \$6,227,179			

Request for Service Expansion

Title of Service Expansion Inventory for Broadband/Telecom Services

Name of Department: Granville Co General Government

Purpose and Justification:

(Use statistics where available and attach additional sheets as necessary)

To conduct a Broadband Access/Telecommunications Inventory to provide understanding of resources and infrastructure available within the County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$ 28,500	
Capital Outlay		
Total Expenditures	\$ 28,500	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$ 28,500</i>	



September 30, 2016

Michael Felts, County Manager
Granville County
141 Williamsboro St.
P.O. Box 356
Oxford, NC 27565

Re: Granville County Broadband Access/Telecommunications Inventory

Dear Mr. Felts,

ECC Technologies, Inc. (ECC) is pleased to submit the following proposal for services to conduct a Broadband Access/Telecommunications Inventory with economic development site profiles for Granville County. When completed, this Inventory will provide an understanding of the telecommunications resources and infrastructure available within the County.

ECC Technologies is a full service technology consulting firm responsible for the development of over \$1.5 billion in technology-based projects internationally. With an office in Raleigh and a unique team of professionals that specializes in telecommunications infrastructure assessments, ECC has completed broadband projects in over one-quarter of North Carolina's counties, along with conducting site profiles for over 200 economic development sites in the state.

As you know, more and more counties and communities are engaging in broadband efforts in order to determine how to attract more service providers with higher-speed services into their areas. To deploy additional broadband infrastructure, a business case must be made to create a feasible project. The first steps to seeing what the real opportunities may include conducting an Inventory on real assets within a county, coupled with a market assessment. With these tools a county's Economic Development team can better determine whether assets exist that could potentially be leveraged for improving broadband initiatives, or whether further effort is required to improve the county's ability to draw in business.

Please contact me with any questions you may have at (919) 628-7826. We are excited to work with your team on this project and anticipate starting the data collection component within two (2) weeks of your authorization to proceed. Thank you for considering ECC and we look forward to a successful project.

Sincerely,

Kurt Frenzel
Telecommunications Consultant

SCOPE OF SERVICES

Introduction

The services described in this proposal include an inventory of the physical telecommunications infrastructure available today, to the extent possible. This information will be used to identify the areas needing broadband infrastructure improvements and serve as a baseline for planning and recommendations for those improvements. Information on the location of businesses and anchor institutions will also be shown as they relate to broadband infrastructure access. The MCNC Open Access statewide dark fiber backbone will be mapped and analyzed as it relates to the County's economic development sites, other fiber "centric" organizations, and broadband expansion in general.

Also included in this proposal are services to create telecommunications related marketing profiles, or "cut sheets" on a maximum of eight (8) County identified economic development focus sites. The profiles created will highlight the telecommunications resources available at the sites and provide the County's Economic Development team with information to help market to prospective site selectors and others. If there are locations that are determined to be infrastructure deficient, these profiles will provide information that can be used to upgrade the individual sites.

All of this information will be documented in an executive summary report, with data ready to be integrated into the County's GIS database.

Phase 1 – Physical Inventory

Telecommunications Infrastructure and Services Assessment

The first phase of the project will be to inventory the current telecommunications infrastructure and services supporting Granville County. ECC will contact each of the incumbent telecommunications providers in the County as well as conduct a field study (outside plant windshield study) to gather relevant information.

The inventory will consist of compiling maps and databases with the following information (all information will be gathered to the extent possible):

Telecommunications Infrastructure:

- Fiber optic cabling
- Coaxial cabling
- Wireless and water tower sites (see below)
- Central office and remote terminal locations and wire line boundaries

Telecommunication Carriers and Service Providers:

- Service providers contact information (ILECs, CLECs, CATV, ISP, Wireless)
- Coverage area and areas of operation (territory)

In addition, ECC will identify and document the following community/other owned fiber infrastructures (also to the extent possible):

- Municipal and EMC fiber
- Educational fiber

- Public Safety/Emergency Management fiber
- Healthcare fiber

Wireless Towers and Water Towers

ECC will document and catalog the vertical assets in the County. Tower access roads will be driven, were permitted, and relevant tower information such as space available and fiber connectivity will be documented. Water towers will be described in terms of access point availability including mounting structures. The OSP personnel will take digital pictures of all tower types for inclusion in the GIS database.

Phase 2 – Local Market Assessment

During the second phase of the telecommunications infrastructure inventory, ECC will research local providers to collect information on existing broadband services and infrastructure locations. Our goal will be to document available broadband service as well as services being proposed for future implementation within the county. We will contact the incumbents and others, including area Wireless Internet Service Providers. ECC will obtain information on business and public sector locations as well as census blocks to compare with existing infrastructure found in phase 1.

ECC will also hold a maximum of four (4) meetings with the County's Economic Development team, Public Safety, and County IT to understand and document current County infrastructure services and needs. ECC will work with the County's GIS team to integrate and overlay information made available by others, such as the NC Broadband Infrastructure Office.

Phase 3 – Focus Site Specific Telecommunications Profile

The third phase of the project will be a determination of the specific telecommunications resources currently available at a maximum of eight (8) economic/prime development (or incubator) sites in the County. Each site will be selected by the Granville County Economic Development team and the information gathered will be integrated into the final report and the GIS mapping program. It will be the responsibility of the County to identify the focus sites before and during the study period. As discussed previously, ECC Technologies can assist the Economic Development team in identifying telecommunications infrastructure resources areas that will be prime areas for focus site development if desired.

Phase 4 – Mapping Data into GIS

ECC GIS will overlay telecommunications facilities and infrastructure into an ESRI GIS based system. In addition to the telecommunications attributes created, the following GIS mapping layers will be included for proper visual presentation: city, town, and village boundaries, major railroads, airports, highways, arterials, secondary roadways, and waterways.

ECC GIS staff will produce the following GIS telecommunications-based tool/model:

- Incumbent territory and wire boundaries with central offices
- ILEC remote terminals and coverage areas
- CATV carrier service locations and coverage areas
- Fiber optic and coaxial cabling
- Cell/wireless and water tower locations

- Business, Healthcare, Education and Government locations
- Economic development sites as defined by this project

Phase 5 – Telecommunications Inventory Report

ECC Technologies will create a general report in executive summary format that will document our findings and give recommendations. The County will be described in terms of broadband access/telecommunications infrastructure and available services. In the report we will identify all the different telecommunications providers in the area. Graphics and charts explaining telecommunications infrastructure and provider services will be included to summarize findings.

Information on other infrastructure owners including County and public organizations (e.g. education and healthcare) will be discussed. Finally, critical broadband access/telecommunications infrastructure information will be disclosed in the report that will lay the foundation for broadband improvement plans that can be used in the pursuit of federal and state broadband initiative grants.

This phase of the project will consist of:

- Inventory Report (3 Copies will be provided)
 - Infrastructure and Services Description
 - Supporting Telecommunications and Broadband Maps
 - Infrastructure Assessment
 - Economic Development Sites Cut Sheets
 - Recommendations on Improvement
- Presentation of Report Findings & Recommendations
 - Presentation to County Group

FEE

The fee for the scope of work submitted is \$ 28,500.00.

TERMS & CONDITIONS

- 1. SERVICES.** ECC Technologies, Inc. shall provide professional services in accordance with the agreed upon scope of work.
- 2. EXECUTION.** This Agreement becomes effective upon signatures by authorized representatives of the Client and ECC Technologies, Inc. and upon receipt by ECC Technologies, Inc. of a signed original or facsimile transmittal. If facsimile transmittal is initially sent to ECC Technologies, Inc., Client will provide ECC Technologies, Inc. with a signed original for record as soon as practicable.
- 3. INITIATION.** ECC Technologies, Inc. is authorized to proceed with services upon receipt of an executed Agreement or written Notice to Proceed.
- 4. COMPLETION/TERMINATION.** This Agreement shall remain in force until completion and acceptance of the services or until terminated by mutual agreement. This contract may be terminated by the Client and/or ECC Technologies, Inc. upon 10 days written notice. In the event of such

termination, ECC Technologies, Inc. will be paid the portion of the compensation (and fixed fee, if applicable) for services performed in accordance with the scope of services under the terms of this Agreement to the date of termination together with all costs arising out of such termination.

Continuing Service Agreements shall be reviewed annually for rates and shall remain in force until terminated in writing by either party, or otherwise stipulated contractually.

5. STANDARD OF CARE. Services provided by ECC Technologies, Inc. under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. ECC Technologies, Inc. makes no warranty or guaranty, either express or implied.

6. INDEPENDENT CONSULTANT. ECC Technologies, Inc. is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client.

7. COMPLIANCE WITH LAWS. ECC Technologies, Inc. will endeavor to comply with Federal, State, and local laws and ordinances applicable to the services to be provided under this Agreement. State Laws of the project site shall apply.

8. PAYMENT. ECC Technologies, Inc. invoices monthly for work completed. Equipment is invoiced upon order. Payment is due within 30 days. ECC Technologies, Inc. reserves the right to impose a 1.5% monthly finance charge for past due accounts.

9. OWNERSHIP OF DOCUMENTS. Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of ECC Technologies, Inc. ECC Technologies, Inc. will retain all common law, statutory, and other reserved rights, including the copyright thereto. ECC Technologies, Inc. shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to ECC Technologies, Inc.

10. INSURANCE. ECC Technologies, Inc. will maintain the following levels of insurance during the term of this Agreement.

- a. Worker's Compensation (and Employer's Liability Insurance) — as required by applicable state statute.
- b. Commercial General Liability — \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate.
- c. Automobile Liability — minimum of \$1,000,000 combined single limit for bodily injury and property damage.
- d. Professional Liability— \$1,000,000 each claim and in the aggregate.

11. INDEMNIFICATION/HOLD HARMLESS. ECC Technologies, Inc. shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused by ECC Technologies, Inc.'s negligent acts, errors, or omissions in services provided pursuant to this Agreement. Provided, however, that if any such liability, settlements, loss, or costs result from the concurrent negligence of ECC Technologies, Inc. and the Client, this indemnification applies only to the extent of the negligence of ECC Technologies, Inc.

Request for Service Expansion

Title of Service Expansion 401-K Match

Name of Department: Human Resources

Purpose and Justification:

According to information published by NC 401k plan providers, employee participation in the 401k plan slightly over 62% when an employer contribution is offered compared to just 26% when an employer contribution is not available. Granville County has 123 accounts (42%), of which 51 belong to sheriff department staff which receive a mandatory 5% contribution.

City of Oxford has instituted a 5% match for non-LEO employees with a 73% participation rate; and Cities of Creedmoor and Butner have instituted a 5% contribution for all employees.

The service expansion recommends funding up to a 3% "match" to employee 401(k) accounts and supports Granville County Strategic Plan Objective 4 as a way to reduce turnover by enhancing our current benefit offering.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$221,555	Estimated matching funds for 3% 401(K) contribution assuming 62% participation at the full 3% contribution level.
Operational		
Capital Outlay		
Total Expenditures	\$221,555	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$221,555	

Note: County-wide merit pay averages 3.35% and is subject to FICA and employer paid pension contributions. Merit pay with these benefit costs is estimated at \$429,564 based on current salaries. A 3% match to a 401k account at a 100% maximum participation would be estimated at a total County cost of \$357,347.

Request for Service Expansion

Title of Service Expansion Strategic Plan Update

Name of Department: General Government

Purpose and Justification:

Strategic Plan Update

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	4,000	Strategic Plan Update
Capital Outlay	0	
Total Expenditures	4,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	4,000	

Request for Service Expansion

Title of Service Expansion Long Term Disability

Name of Department: Human Resources

Purpose and Justification:

Granville County Strategic Plan Objective 4 addresses the need to enhance our current benefit offerings in order to retain our current employees.

Government Long Term Disability offers employees a minimum income replacement of 60%. If they are eligible for an LGERS benefit they get their retirement amount and the LTD will pay on top of it, not to exceed 100% of their pre-disability earnings. Disability causes severe financial hardship to the employee with 90% of disabilities caused by illness rather than accident. Attached are disability statistics.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$19,063	County paid long term disability for full time employees beginning January 1, 2018
Operational		
Capital Outlay		
Total Expenditures	\$19,063	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$19,063</i>	

Request for Service Expansion

Title of Service Expansion Paycom's Talent Acquisition Solution

Name of Department: Human Resources

Purpose and Justification: Applicant tracking brings efficiency and simplifies the recruiting processes needed to hire the best people. Paycom's Talent Acquisition Solution will streamline our application to hire process. Applicants can easily apply for jobs online; eliminating the need to print and submit to Workforce Solutions. HR and hiring managers will have immediate 24/7 access to applicant information. We will improve productivity by reducing time and costs associated with receiving applications from Workforce Solutions, application review by HR, then sending printed copies to hiring manager.

Highlights of the Talent Acquisition Solution are:

- Customize job postings and applications to attract talent
- Automate the workflow among applicants, recruiting, hiring managers and HR
- Customized dashboards and on-demand analytics of recruiting activity
- Implement faster employee checklist progression with digital signatures and online document storage
- Ensure compliance with EEO and OFFCP
- Ability to track the number of days it takes to fill positions

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$6,032	
Capital Outlay		
Total Expenditures	\$6,032	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$6,032</i>	

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent of the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Funding to hire a person to scan all legacy voter records in SE IMS so that we could destroy them based on our records retention schedule

Department Granville County Board of Elections

Purpose and Justification By law, we must retain all voter records that have not been scanned into our SEIMS system. All records from June of 2005 have been scanned into our system, but voter records prior to that have not. If we could scan in all voter records, we could destroy them based on our records retention schedule. Our Lektriver voter filing system is full, so we are having to store files in filing cabinets and boxes. Due to the cost of this project, if we could hire an additional person, we could have them work on this project if we could get funding for copies and toner.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$17,160	2 Part time workers Each-approx. 1,000 hrs/yr @ \$8/hr=\$16,000 <u>FICA</u> 1,160 Total 17,160 406.5 business days to complete 21,343 voter's records must be scanned into SEJMS
Operational	\$ 850 \$1,000	Toner cartridges Copying charges
Total Expenditures	\$19,010	

Revenue to offset Costs	0	There is no revenue to offset costs for this service expansion.
Total Cost of Service Expansion	\$19,010	

Make Additional Copies of This Form As Necessary.

Granville County Board of Elections

122 Williamsboro Street - P.O. Box 83

Oxford, North Carolina 27565-0083

Telephone (919) 693-2515

Fax (919) 690-0245

March 10, 2017

Granville County Commissioners

141 Williamsboro Street


Oxford, NC 27565

Dear Commissioners:

By law, we all required to retain all voter records unless they are scanned into SEIMS. Once they are scanned into SEIMS, they can be destroyed based on the State Retention schedule. We have filled up our Lekriver voter filing system with voter records and are currently having to store them in file cabinets and cardboard boxes.

We started scanning records into SEIMS in June of 2005. However, there are approximately 20,000 voters that need to be scanned into SEIMS and voter signatures clipped for the record. I estimate that this project will require five toner cartridges for the scanner at a cost of \$850.00. I anticipate that it will take 3,049 hours to complete or 406.5 business days at a rate of \$8.00 per hour for a total labor cost of \$24,392. I estimate the total cost for this project to be \$26,242.

Sincerely yours,



Tonya C. Burnette
Elections Director

6A

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Additional Elections Clerk position

Department Granville County Board of Elections

Purpose and Justification Due to legislative changes, voter id implementation, court rulings, Public Records Requests, and questions from the public, our workload increases each year. Elections are becoming more technology oriented and require technical skills to do the job. Also, The State Campaign Finance Law changed the candidate threshold from \$3000 to \$1,000 for filing campaign reports. That has increased the number of Campaign Finance reports that we receive in our office and questions from candidates and their treasurers. Per NCGS 163-278.24, Campaign Finance Reports shall be audited in four months. See attached memo.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation / Justification of Cost
Personnel	\$35,245	Approximate Salary: 30,000 (Grade 14) FICA: 2,295 Retirement: 2,175 Insurance: 750 Life Insurance 25
Operational		
Capital Outlay		

Total Expenditures \$35,245

Revenue to offset Costs	0	There is no revenue to offset costs for this service expansion.
Total Cost of Service Expansion	\$35,245	

Granville County Board of Elections

122 Williamsboro Street - P.O. Box 83
Oxford, North Carolina 27565-0083
Telephone (919) 693-2515
Fax (919) 690-0245

March 10, 2017

Granville County Commissioners
141 Williamsboro Street
Oxford, NC 27565

Dear Commissioners:

It is difficult to find and train temporary workers that can work in our office due to the number of tasks they must perform, the complexity of them, the fast pace of the job, and the enormous responsibility on the employees. With the constant scrutiny that we are under from candidates and activist groups, if something goes wrong during an election, they are held accountable for their work product. If they are a temporary employee, they may have moved on when problems are identified and full-time staff must answer for and correct their mistakes. Since they are temporary employees, they often do not take any ownership in their job. Our jobs have evolved into very technical positions, are not clerical anymore, and change often, even from one election to another. Our jobs require computer skills, are complicated tasks, and require a great amount of responsibility on the worker. Also, people are overwhelmed with the amount of work and are not willing to work for the amount of pay that they receive.

For the 2016 Presidential Elections, we contracted with Express Employment Professionals. We hired and trained five people who quit because of the enormous amount of work they had to do for the pay that they received, and the hours that we are required to work during an election. It is difficult on staff to keep training people over and over, as we do not have the time to do so, and the temporary workers often do not understand their job duties.

Our ability to respond to public information is dramatically affected and critically impacted by the staff that we have for the workload that we have. If things continue as they are, we will probably have to cut services. We cannot do our job, which is running elections, since that is what we are required to do. Elections now start earlier and end much later due to protests, legal action, recounts, etc. After reviewing timesheets, all full-time staff are accruing comp time and are not being able to use it due to the yearly large election workload.

Sincerely yours,



Tonya C. Burnette
Elections Director

7A

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Server for Granville County Board of Elections and monthly internet service

Department Granville County Board of Elections

Purpose and Justification

The Granville County Board of Elections continues to experience IT problems such as losing our connection and problems with Outlook Express not working. Therefore, we are requesting our own server and monthly internet service. Also, for security reasons, it would be a good idea to have our own server to secure it from viruses from other departments, which could impact an election.

	ESTIMATED COST	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$8,000 \$79.00 per month x 12 = \$948.00 \$1,052	Server Monthly internet service Cables, Miscellaneous
Total Expenditures	\$10,000	

Revenue to offset Costs	0	There is no revenue to offset costs for this service expansion.
Total Cost of Service Expansion	\$10,000	

Make Additional Copies of This Form As Necessary.

Granville County Board of Elections

122 Williamsboro Street - P.O. Box 83
Oxford, North Carolina 27565-0083
Telephone (919) 693-2515
Fax (919) 690-0245

March 10, 2017

Granville County Commissioners
141 Williamsboro Street
Oxford, NC 27565

Dear Commissioners:

We have continued to experience computer problems over the last several years. We continue to lose our server connection, which means we cannot connect to our scanner and our printer. We have to reboot our system to restore the connectivity. For the 2016 Presidential election, accusations were made by Presidential candidates that our elections were hacked. The Department of Homeland Security actually monitored our election systems for the State Board of Elections.

Voters now e-mail registrations and requests for ballots. A new federal law allows military voters to e-mail their ballots to us. We have registration, absentee ballot requests, and absentee ballot receipt deadlines that must be followed, so the timing of when an e-mail is received is very important. If it is received after the deadline, we cannot register that person, send them a ballot, or count a ballot. Our office relies on technology to be up and running at all times. We have battery backups that will allow us to operate for a period of time in the event the power goes out, and have to have emergency plans in place if the backup will not be sufficient to complete the election.

Our County IT Director, Chris Brame set up an additional email account that voters can send their ballots to during an election. The State Board wants us to monitor this account and be sure that it is working. However, we then have duplicate emails that must be managed in both accounts.

During the municipal elections in 2015, we did not receive state directives from the State Board of Elections. During the March 15, 2016 Primary, voters could not get absentee ballot requests to us. We had phone calls from voters who spent hours trying to email us, and I had to have them send their request to my cell phone.

Elections cannot be stopped, except by court order or the Executive Director of the State Board of Elections. It is critical that we have a secure server, and that our e-mail and server are functioning at all times. In the event it goes down, it must be fixed immediately. If someone cannot vote, this could result in a protest of the election that would result in a hearing at the local level which could be appealed to the State level, and/or could result in a lawsuit.

Sincerely yours,

Tonya C. Burnette
Elections Director

8A

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Upgrade of office equipment to work with State Board of Elections migration to Cloud.

Department Granville County Board of Elections

Purpose and Justification

The State Board of Elections advised us at our February, 2017 training that we need to prepare to upgrade our office equipment to work with the State Board of Election's migration to Cloud. At this point, I do not have a date that this must be implemented and I have advised our IT Director, Chris Brame.

	ESTIMATED COST/ (SAVINOS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	Laptops and printers	TBD
Capital Outlay		
Total Expenditures		
Revenue to offset Costs	None	

Granville County Board of Elections

122 Williamsboro Street- P.O. Box 83
Oxford, North Carolina 27565-0083
Telephone (919) 693-2515
Fax (919) 690-0245

March 10, 2017

Granville County Commissioners
141 Williamsboro Street
Oxford, NC 27565

Dear Commissioners:

The State Board of Elections advised us at our February, 2017 training that we needed to prepare to upgrade our office equipment to work with the State Board of Elections migration to Cloud. I do not have a date yet as to when this implementation will occur. I have informed our IT Director, Chris Brame so that he would be aware of this change. I will provide you with more details as I am advised by the State Board of Elections. Thank you,

Sincerely yours,



Tonya C. Burnette
Elections Director



REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Establish a plan to start putting aside money to purchase new voting equipment

Department Granville County Board of Elections

Purpose and Justification

Our voting equipment has aged. We will need to replace or replenish this equipment. The State Board of Elections has advised us to start planning to purchase new voting equipment. We need to have a plan to set aside money to purchase this equipment, as it is unlikely that there will be State or Federal money to assist with the purchase as it was in 2006. The State Board will be certifying additional voting equipment vendors in our state. **We need to include some funding in the Capital Improvements Budget (CIP) for this purchase. Although there is no mandate right now for us to purchase, we need to be looking to purchase equipment by 2021 and implement it during a municipal election year.**

	ESTIMATED COST	Detail Explanation / Justification of Cost
Personnel		
Operational		
Capital Outlay	\$600,000 Estimate	
Total Expenditures	\$600,000 Estimate	

Revenue to offset Costs	0	There is no revenue to offset costs for this service expansion.
Total Cost of Service Expansion	\$600,000 Estimate	

Make Additional Copies of This Form As Necessary.

Granville County Board of Elections

122 Williamsboro Street- P.O. Box 83
Oxford, North Carolina 27565-0083
Telephone (919) 693-2515
Fax (919) 690-0245

March 10, 2017

Granville County Commissioners
141 Williamsboro Street
Oxford, NC 27565

Dear Commissioners:

Our current voting equipment was ten (10) years old in 2016 and it is approaching the end of its lifespan. In 2018, the law bans any direct record equipment (DRE) and requires a paper ballot for all certified voting systems. Therefore, we would not be able to purchase any direct record equipment (DRE) to replace our current voting equipment. The current replacements to our M100 voting machines are the DS200 voting machines. The State Board of Elections is currently working to certify additional voting equipment this year. We need to put some money away to buy new voting equipment. Any change in voting equipment will require consultation and approval from the State Board of Elections. Also, the new voting equipment must be piloted in at least one precinct prior to the changeover from the old equipment to the new equipment and would need to be implemented in a municipal year.

Sincerely yours,



Tonya C. Burnette
Elections Director

10 A

Request for Service Expansion

Title of Service Expansion Detention Officer

Name of Department: Granville County Detention Center

Purpose and Justification:

(Use statistics where available and attach additional sheets as necessary)

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$ 25,890.00 \$ 11,402.52	Salary Benefits
Operational	\$ 1,942.88	Clothing, Duty Equipment, Textbooks
Capital Outlay		
Total Expenditures	\$ 39,235.40	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$ 39,235.40	

Request for Service Expansion

Title of Service Expansion Car Port For Outside Kennels

Name of Department: Animal Management

Purpose and Justification:

This will allow dogs currently impounded in the animal shelter to spend more time outside when weather conditions usually do not allow. The car port will also reduce the amount of leaves and debris that falls into the outside kennel area. Being able to keep the dogs outside during bad weather will increase the well being and health of the dogs. Adding this car port over the outside kennels has been recommended verbally by the NC Animal Welfare inspector.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$6,000	This is a car port to cover the entire outside kennel area approximately 46'x27'x8'.
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$6,000	

Request for Service Expansion

Title of Service Expansion Convert P/T Admin assistant to F/T

Name of Department: Animal Management

Purpose and Justification:

This is currently a part time position. There is a need for a full time position to answer phones, dispatch animal control calls, answer questions for animal rescues, and be more responsive to citizen calls and visits. We would like to have a presence in the animal management office during regular operating hours to increase our response to the public's calls for animal related issues.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$39,766	Salary - \$28,000 FICA - \$2,142 Retirement - \$2,100 Health - \$7,500 Life Ins - \$24
Operational	\$500	Supplies and Uniforms
Capital Outlay		
Total Expenditures	\$40,266	

Revenue to offset Costs	<\$10,636>	Current P/T and Fica expenses
Total Cost of Service Expansion	\$29,630	

Request for Service Expansion

Title of Service Expansion New Animal Shelter

Name of Department: Animal Management

Purpose and Justification:

A new animal shelter will improve conditions for the stray and unwanted animals of the county, bring the county up to date with current standards of animal sheltering, and more than double current capacity. This will allow animal control to better protect the public from incident and harm from animals by having the proper amount of kennel and cage space to handle animal complains, cruelty cases, and hoarding cases. The modern look and retail feel of a new facility will enhance and increase animal adoptions by providing an inviting space.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$1,700,000	This cost is an estimate and should include the cost of the structure and fully equipping the building.
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,700,000</i>	

Request for Service Expansion

Title of Service Expansion Granville Health Systems

Name of Department: Health & Medical

Purpose and Justification:

Commissioner Jay requested that options for expanded service at EMS Station #7 be explored and included in the budget for discussion. Several options were considered with service options ranging in costs from \$5,000 to \$217,442.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	(\$5,000 - \$217,442)	<ul style="list-style-type: none"> • Option 1 – Additional staffing during adverse weather = \$65.50 per hour • Option 2 – Match Station #6 staffing = \$94,971 recurring costs + \$27,500 one-time costs • Option 3 – Convert Station #7 to a Transport Ambulance Site = \$189,942 recurring costs + \$27,500 one-time costs.
Capital Outlay		
Total Expenditures	(\$5,000 - \$217,442)	See attached memos for more details on each option.

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	(\$5,000 - \$217,442)	

Request for Service Expansion

Title of Service Expansion Additional Annual Operating Allocation

Name of Department: District Health Department

Purpose and Justification:

This service expansion represents the difference between the Granville-Vance District Health Department's request and the allocation included in the FY 17-18 continuation budget. Granville and Vance county staff worked with the Health Department staff to review the Health Department's funding and expenditures for the past several years and future needs. As shown in the attached document, multiple scenarios were identified to bring the funding level to the required amount over a number of years. The Health Departments actual request for FY 17-18 aligns with option 3 (purple) on the chart and the continuation budget aligns with option 2 (green).

Additional information is attached to support our request and to provide more details.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000	The health department's operating request totaled \$620,000 from Granville County. Currently, \$615,000 is included in the recommended continuation budget.
Capital Outlay		
Total Expenditures	\$5,000	

Revenue to offset Costs		
Total Cost of Service Expansion	\$5,000	

Note: Regardless of funding level, we will want to maintain a 50/50 funding level with Vance County.



GRANVILLE VANCE

public health

March 13, 2017

Dear Mr. Felts and Mr. McNally,

Thank you for taking time to meet with the leadership staff of the Granville Vance Public Health Department on a regular basis these last six months. We have appreciated the opportunity to talk through our budget and department needs in more detail, share program information, and communicate the difference between our operating budget and our infrastructure challenges. In keeping with our discussions recently, **we request a total recurring amount of \$620,000 from Granville County in fiscal year 2017-2018. This amount represents a \$45,000 increase from last year's total allocation to the health department from Granville County.**

A five-year plan approach for funding is attached to this letter which illustrates an incremental increase of funding to the health department from each of our two counties. There are four primary reasons Granville Vance Public Health, as a rural district health department, has been returning to request additional funding recently, and will continue to need critical funding support from the local level:

1. Public health program and service revenue continues to be wildly unpredictable during a time of continued change in health care: Specifically, the way Medicaid is administered at the federal and state levels has been changing annually and will continue to be unpredictable for some time. Medicaid Cost Settlement is calculated at the end of each fiscal year by the NC Division of Medical Assistance, which at one time, would help 'make us whole' for providing services that are not otherwise reimbursed. The health department is officially designated as an **essential community provider** - this means we are obligated to serve those regardless of their ability to pay. **GVPH is responsible for carrying out required services for women and children and some of the services Medicaid covers are not ones we can simply decide not to do any longer.** We also have guidelines that prevent us from charging fees for these services to the uninsured who cannot otherwise afford, but still need, communicable disease related services. It is in the best interest of our entire community to continue to provide these services to everyone. Nationally, we know that for every \$1 you invest in public health and prevention services, you see a return of \$5.60 (*Trust for America's Health*). **A recurring \$525,000 from each county is needed to address the critical nature of required services in our local public health budget. In recent years, the health department fund balance has been depleted to cover required local public health services.**
2. **Advances in Information Technology infrastructure has been, and will continue to be, a necessity.** The last five years have seen an implementation of electronic medical records (EMR) in three different areas of the health department: 1. Our main clinic including all prevention, public health, communicable disease, and primary care services; 2. The Women Infant and Children Supplemental Nutrition Program (WIC), and 3. Home Health has had two new EMRs implemented

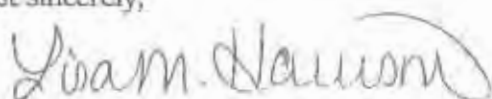
16A

in the previous five years to improve billing and save on costs. Each new EMR requires upfront software and implementation investment, training of staff, reduction of caseload in seeing patients for a specific amount of time to learn new ways of documenting, and finally, new hardware and end-user support. In order for us to be in compliance within the systems we receive revenue from, new technology is necessary. **We continue to need at least \$55,000 per year from each county to simply keep up with industry standards as well as state and federal requirements for technology. This is not a choice, this is a very reasonable amount considering what we have already invested out of fund balance to date, and there is no other source of funding that covers this critical infrastructure need.**

3. Although a District Health Department can be more nimble and responsive to change than county departments, District Health Departments have less infrastructure and capital outlay covered than county health departments do as part of county structure. Districts often pay for things like grounds maintenance and building repair, Information Technology support and equipment contracts, phone service, and cleaning services in clinic areas as opposed to the larger more financially stable health departments that do not have to cover these costs independent of the county. **This means public health money has been allocated to support basic maintenance and county infrastructure in the poorest counties in NC.** In addition, NC local health department participate in a statewide **accreditation** effort with site visits conducted every four years. This coming year is our site visit year and many infrastructure components will be reviewed (such as access to handicapped bathrooms, waiting areas, and signage to direct patients properly). **\$40,000 is needed from each county this coming fiscal year to address painting, carpet, access points, and maintenance of the building beyond annual necessities.**
4. **The last and most impactful reason we must discover new options for funding local public health is that Home Health revenue, which was once the primary revenue source for local public health in rural areas, has been affected negatively by health care reform.** Granville Vance Home Health has been re-organized, staff have been re-trained, and new leadership is bringing the home health department out of its revenue slump steadily and surely; however, **what we used to count on as the primary revenue producer for other health department services has become only a break-even venture. The years of seeing healthy contributions move from home health revenue to cover the health department prevention and mandated services are now over.** No allocations of local funding have ever been designated to home health – it has been an independent program of the health department and sadly, due to system changes in health care and regulations in the Centers for Medicaid and Medicare, revenue from that program is now limited.

We very much appreciate your working with us to review the challenges and complexities of public health funding. We are committed to maintaining the most efficient and effective approach to providing these critical services in Granville and Vance Counties, and take very seriously our mission to protect, promote, and improve health in our communities.

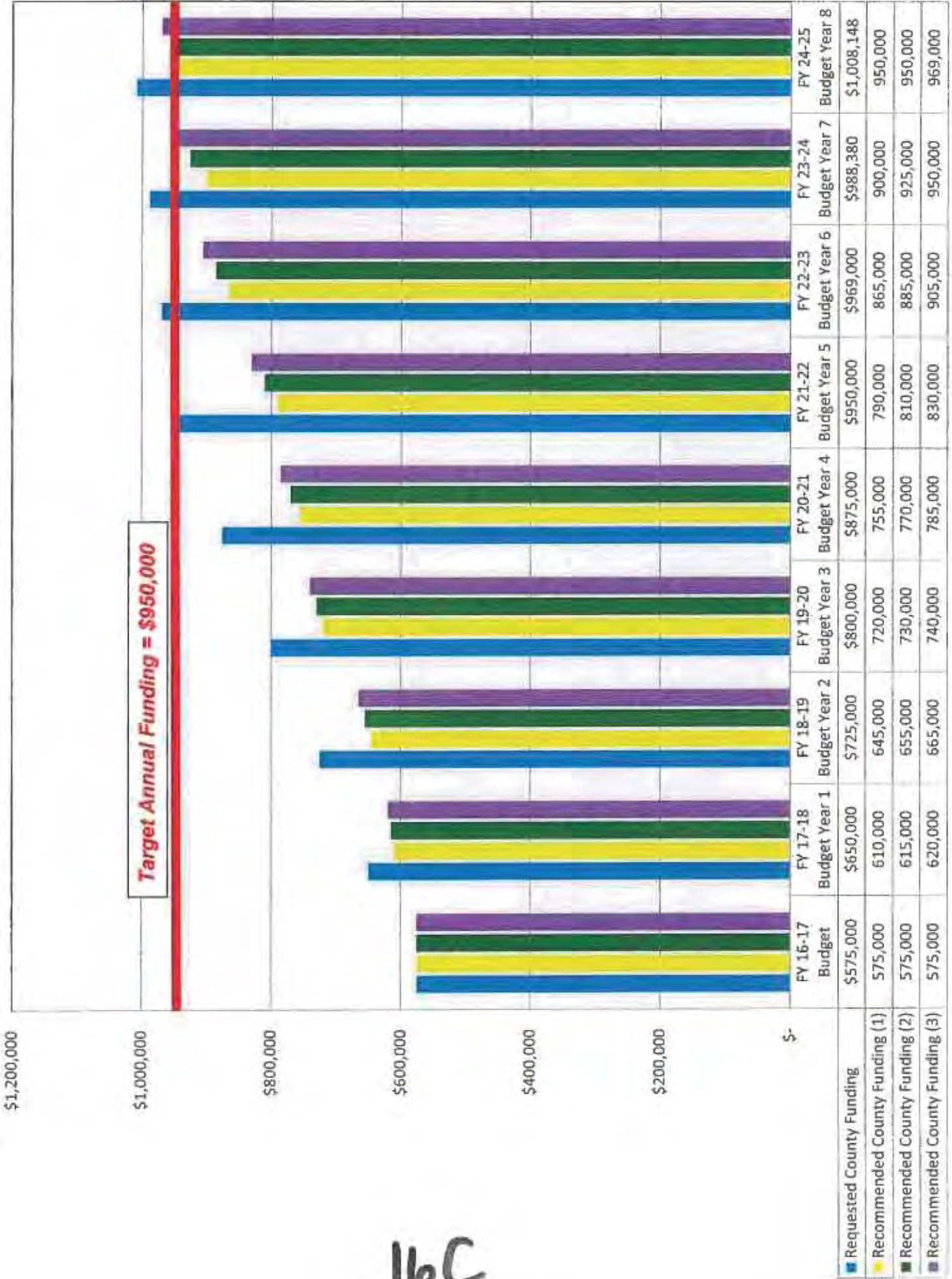
Most sincerely,



Lisa Macon Harrison

16B

Granville Vance Public Health Multi-Year Funding Plan



16C

Request for Service Expansion

Title of Service Expansion Veterans Service Technician (Part Time 19 hours per week)

Name of Department: Veteran Services

Purpose and Justification:

One Veteran, rated at 100% service connected, can bring in excess of \$35,000 into the County. For the over 5000 Veterans in Granville County, this can be a substantial income base for our economy. At the present, I have had the privilege to reach out to approximately 300 Veterans, which is less than 7% of our Veteran Population. This is a great-untapped resource of potential revenue and business for the county. As you can see, only one additional Veteran assisted could bring in the revenue to justify this position.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$10,636	<p>A part time person will manage the over 1000 plus phone calls and 239 faxes that consume much of the office time. This person will train on intake and help direct the flow and operation of our office for Veterans. They will be responsible for the clerical side of the house, which will free the Veteran Service Officer up for outreach and counseling. This effort for reaching the over 90% of Veterans in our County will provide addition revenues and tax base within the County.</p> <p>\$10 per hour @ 19 hours per week = \$9,880 annually FICA = \$756 Total P/T Salary & FICA = \$10,636</p> <p>(Note: P/T positions do not participate in retirement nor health insurance)</p>
Operational	\$200	Supplies
Capital Outlay	\$2,100	Desk & Computer for processing claims, administrative functions, and miscellaneous clerical functions.
Total Expenditures	\$12,936	

Revenue to offset Costs	\$0	
Total Cost of Service Expansion	\$12,936	

Request for Service Expansion

Title of Service Expansion Senior Center North Renovations

Name of Department: **Construction Administration**

Purpose and Justification: Over the past several years the need for additional service space at the northern Granville Senior Center has grown. This request is for funding of an addition to the existing building to provide space for their growing needs.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	0	
Capital Outlay	\$277,500	Approximately 1500 SF addition to Existing Building
Total Expenditures	\$277,500	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$277,500</i>	

Request for Service Expansion

Title of Service Expansion Capital Outlays – Category I

Name of Department: **Education**

Purpose and Justification:

Category I – Capital Outlays for Education (see page 35 of School Budget Proposal for more information)

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	0	
Capital Outlay	1,877,034	Category I
Total Expenditures	1,877,034	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>1,877,034</i>	

Granville County Public Schools
Budget Proposal Reconciliation
2017-2018

		2016-2017 Budget	Additional Funding	Proposed 2017- 2018 Budget	Granville County Proposed 2017- 2018 Continuation Budget	Service Expansion necessary for funding
	<u>Operations</u>					
Page 31	County Appropriation	\$ 12,385,287	\$ 873,706	\$ 13,258,993	\$ 12,632,993	\$ 626,000
	Supplement Increase	\$ 1,191,602	\$ -	\$ 1,191,602	\$ 1,221,392	\$ (29,790)
	Total	<u>\$ 13,576,889</u>	<u>\$ 873,706</u>	<u>\$ 14,450,595</u>	<u>\$ 13,854,385</u>	<u>\$ 596,210</u>
	<u>Capital Outlay</u>					
Page 35	Category I	\$ 957,671	\$ 1,899,363	\$ 2,857,034	\$ 980,000	\$ 1,877,034
Page 35	Category II & III	\$ 351,707	\$ 45,000	\$ 396,707	\$ 360,000	\$ 36,707

19A

Request for Service Expansion

Title of Service Expansion Capital Outlays – Category II and III

Name of Department: **Education**

Purpose and Justification:

Category II and III – Capital Outlays for Education (see page 35 of School Budget Proposal for more information)

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	0	
Capital Outlay	36,707	Category II and III
Total Expenditures	36,707	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>36,707</i>	

**Granville County Public Schools
Budget Proposal Reconciliation
2017-2018**

		2016-2017 Budget	Additional Funding	Proposed 2017- 2018 Budget	Granville County Proposed 2017- 2018 Continuation Budget	Service Expansion necessary for funding
	Operations					
Page 31	County Appropriation	\$ 12,385,287	\$ 873,706	\$ 13,258,993	\$ 12,632,993	\$ 626,000
	Supplement Increase	\$ 1,191,602	\$ -	\$ 1,191,602	\$ 1,221,392	\$ (29,790)
	Total	\$ 13,576,889	\$ 873,706	\$ 14,450,595	\$ 13,854,385	\$ 596,210
	Capital Outlay					
Page 35	Category I	\$ 957,671	\$ 1,899,363	\$ 2,857,034	\$ 980,000	\$ 1,877,034
Page 35	Category II & III	\$ 351,707	\$ 45,000	\$ 396,707	\$ 360,000	\$ 36,707

20A

Request for Service Expansion

Title of Service Expansion School Operating

Name of Department: Education

Purpose and Justification:

Operations for Schools (see page 31 of School Budget Proposal for more information)

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	596,210	
Capital Outlay	0	
Total Expenditures	596,210	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	596,210	

Granville County Public Schools
Budget Proposal Reconciliation
2017-2018

		2016-2017 Budget	Additional Funding	Proposed 2017- 2018 Budget	Granville County Proposed 2017- 2018 Continuation Budget	Service Expansion necessary for funding
	Operations					
Page 31	County Appropriation	\$ 12,385,287	\$ 873,706	\$ 13,258,993	\$ 12,632,993	\$ 626,000
	Supplement Increase	\$ 1,191,602	\$ -	\$ 1,191,602	\$ 1,221,392	\$ (29,790)
	Total	\$ 13,576,889	\$ 873,706	\$ 14,450,595	\$ 13,854,385	\$ 596,210
	Capital Outlay					
Page 35	Category I	\$ 957,671	\$ 1,899,363	\$ 2,857,034	\$ 980,000	\$ 1,877,034
Page 35	Category II & III	\$ 351,707	\$ 45,000	\$ 396,707	\$ 360,000	\$ 36,707

21A

Request for Service Expansion

Title of Service Expansion VGCC Main Campus Capital Outlay

Name of Department: Education

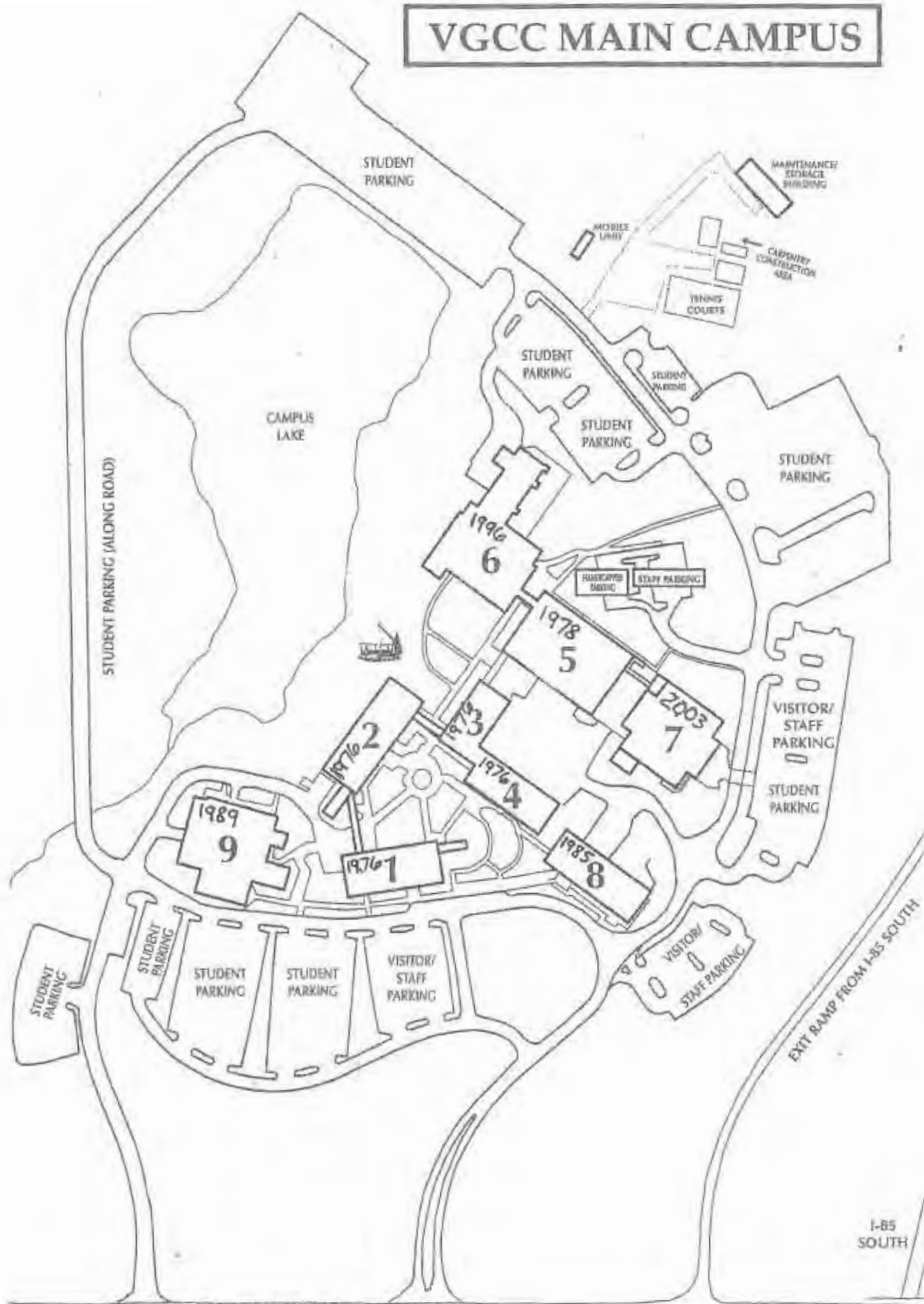
Purpose and Justification:

This service expansion represents the amount of the VGCC Main Campus Capital Outlay request that exceeds the recommended budget. These funds are earmarked for various minor capital projects. This funding represents Granville County's 25% portion of the total request for this Main Campus category. This is an integral part of the school system's funding when viewed as a whole with their State and Federal Funding.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$5,833	A complete copy of VGCC's request is included in the cover of your budget workbook, or copies can be obtained from the County Finance Department.
Total Expenditures	\$5,833	Represents only Granville County's portion of VGCC Main Campus funding request.

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$5,833	Note: If approved, actual funding will be adjusted to maintain the 75/25 funding with Vance County.

VGCC MAIN CAMPUS



22A

— MAIN CAMPUS DIRECTORY —

BUILDING 1

**MAIN ENTRANCE
(SECOND FLOOR)**
Board Room
Business Office
Endowment Fund
Human Resources
Mailroom
President's Office
Reception Area

FIRST FLOOR
Faculty Lounge
Marketing/
Public Information
Office of Information
Technology
Planning & Research
Snack Bar

THIRD FLOOR
Academic Skills Center
Advising Center
Career Services
Counseling Services
Disability Services
Male Mentoring Program
Student Learning & Success Center

BUILDING 2

FIRST FLOOR
Auditorium/Theatre
Bookstore
Security
Student Lounge

SECOND FLOOR
Learning Resources Center

THIRD FLOOR
Early College High School

BUILDING 3

FIRST FLOOR
Maintenance
Shipping & Receiving
Welding

SECOND FLOOR
Cosmetology

BUILDING 4

FIRST FLOOR
Automotive Systems

SECOND FLOOR
Electronics Engineering
Human Resources Development Lab
Science Laboratory
Workforce Investment Act

BUILDING 5

FIRST FLOOR
Air Conditioning, Heating
and Refrigeration
Carpentry

SECOND FLOOR
Continuing Education:
Art
Ceramics
Sewing
Curriculum:
Classrooms
Criminal Justice Technology
Nursing (ADN & Practical)
Science Laboratories

BUILDING 6

MAIN ENTRANCE
Classrooms
College Transfer
Pharmacy Technology

DAYCARE ENTRANCE
Child Care Center

BUILDING 7

FIRST FLOOR
Continuing Education
Emergency Medical Services
Human Resources Dev. Office
Industry Services
Occupational Extension
Computer Labs
Occupational Extension Training
Occupational Healthcare Programs

Public Service Programs
Small Business Center

SECOND FLOOR
Adult Basic Skills/Literacy
Adult High School
Computer Labs
English As A Second Language
GED Testing
Information Highway (V-Net)
Jailer/Law Enforcement Classroom

THIRD FLOOR
Computer Information Technology
Information Systems Security
Networking Technology
Office Administration
Open Computer Lab
Web Technologies

BUILDING 8

**MAIN ENTRANCE
(SECOND FLOOR)**
Student Development
Admissions
Conference Room
Distance Education
Financial Aid Office
Placement Testing
Records Office
Registrar
Student Activities

FIRST FLOOR
Bioprocess Technology
Electrical Systems Technology

BUILDING 9

**MAIN ENTRANCE
(SECOND FLOOR)**
Civic Center
Seminar Rooms

FIRST FLOOR
Basic Law Enforcement
Training Office and Classroom
Civic Center Dressing Rooms
Fitness Center
Printshop

Request for Service Expansion

Title of Service Expansion VGCC Main Campus Current Expense

Name of Department: Education

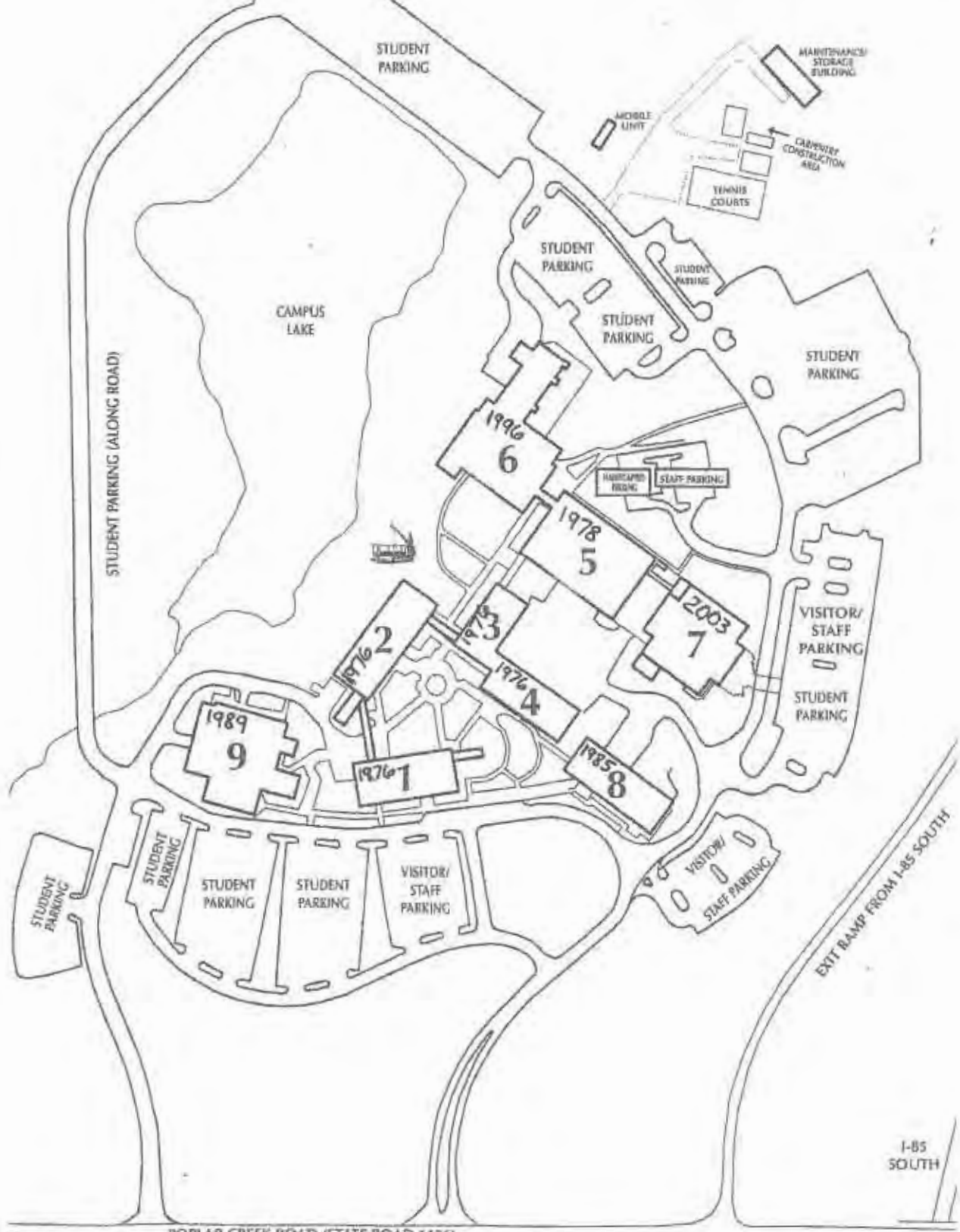
Purpose and Justification:

This service expansion represents the amount of the VGCC Main Campus current expense request that exceeds the recommended budget. This amount represents Granville County's 25% portion of the total funding request for this category. These funds are used for the day to day operations of the school system and are an integral part of the school system's funding when viewed as a whole with their State and Federal Funding.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$31,552	A complete copy of VGCC's request is included in the cover of your budget workbook, or copies can be obtained from the County Finance Department.
Capital Outlay		
Total Expenditures	\$31,552	Represents only Granville County's portion of VGCC Main Campus funding request

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$31,552	Note: If approved, actual funding will be adjusted to maintain the 75/25 funding with Vance County.

VGCC MAIN CAMPUS



23A

— MAIN CAMPUS DIRECTORY —

BUILDING 1

MAIN ENTRANCE
(SECOND FLOOR)
Board Room
Business Office
Endowment Fund
Human Resources
Mailroom
President's Office
Reception Area

FIRST FLOOR

Faculty Lounge
Marketing/
Public Information
Office of Information
Technology
Planning & Research
Snack Bar

THIRD FLOOR

Academic Skills Center
Advising Center
Career Services
Counseling Services
Disability Services
Male Mentoring Program
Student Learning & Success Center

BUILDING 2

FIRST FLOOR

Auditorium/Theatre
Bookstore
Security
Student Lounge

SECOND FLOOR

Learning Resources Center

THIRD FLOOR

Early College High School

BUILDING 3

FIRST FLOOR

Maintenance
Shipping & Receiving
Welding

SECOND FLOOR

Cosmetology

BUILDING 4

FIRST FLOOR

Automotive Systems

SECOND FLOOR

Electronics Engineering
Human Resources Development Lab
Science Laboratory
Workforce Investment Act

BUILDING 5

FIRST FLOOR

Air Conditioning, Heating
and Refrigeration
Carpentry

SECOND FLOOR

Continuing Education:
Art
Ceramics
Sewing
Curriculum:
Classrooms
Criminal Justice Technology
Nursing (ADN & Practical)
Science Laboratories

BUILDING 6

MAIN ENTRANCE

Classrooms
College Transfer
Pharmacy Technology

DAYCARE ENTRANCE

Child Care Center

BUILDING 7

FIRST FLOOR

Continuing Education
Emergency Medical Services
Human Resources Dev. Office
Industry Services
Occupational Extension
Computer Labs
Occupational Extension Training
Occupational Healthcare Programs

Public Service Programs
Small Business Center

SECOND FLOOR

Adult Basic Skills/Literacy
Adult High School
Computer Labs
English As A Second Language
GED Testing
Information Highway (V-Net)
Jailer/Law Enforcement Classroom

THIRD FLOOR

Computer Information Technology
Information Systems Security
Networking Technology
Office Administration
Open Computer Lab
Web Technologies

BUILDING 8

MAIN ENTRANCE (SECOND FLOOR)

Student Development
Admissions
Conference Room
Distance Education
Financial Aid Office
Placement Testing
Records Office
Registrar
Student Activities

FIRST FLOOR

Bioprocess Technology
Electrical Systems Technology

BUILDING 9

MAIN ENTRANCE (SECOND FLOOR)

Civic Center
Seminar Rooms

FIRST FLOOR

Basic Law Enforcement
Training Office and Classroom
Civic Center Dressing Rooms
Fitness Center
Printshop

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Quality Assurance Specialist I/Trainer; Priority 1

Department: Social Services

Purpose and Justification (use statistics where available and attach additional sheets as necessary). Public Assistance needs an individual whose tasks are related to Training and staff development and monitoring IMC casework. These tasks have become too labor intensive for existing supervisory staff to consistently perform. Staff training has always been a challenge, especially due to NC FAST. Case work monitoring is a challenge as well as time is a premium for supervisors. See Rank Order of DSS Service Expansion Requests (3/16/17) for more details.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$45,924	Salary & Fringe: QASP/T 121: \$33,420 Salary 181: \$ 2,557 FICA @ .0765 182: \$ 2,423 Retirement @ .0725 183: \$ 7,500 Health 189: \$ 24 Life
Operational	\$ 1,462	396: \$ 250 Training/Ed 260: \$ 400 Office Supplies 312: \$ 300 Travel 321: \$ 512 Communications
Capital Outlay	\$ 3,460	510: \$ 810 Desk & Chair 510: \$ 250 Bookcase & File Cabinet 510: \$ 2,050 PC, Monitor & Printer, Scanner 510: \$ 350 Software
Total Expenditures	\$50,846	

Revenue to offset Costs	\$22,962 \$ 2,953	50% Federal Share of Labor costs 60% Federal Share of Operating & Capital Outlay
Total Co. Cost of Service Expansion	\$24,931	50% County Share on Labor 40% County Share Operating & Capital Outlay

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Income Maintenance Supervisor II – Team 2
Priority 2

Department: Social Services

Purpose and Justification (use statistics where available and attach additional sheets as necessary) DSS presently has 4 Public Assistance Teams: Team-1 (Intake), Team-2 (FNS/Fraud/EA/CIP/NEMT), Team-3 (FC Medicaid), & Team-4 (Adult Medicaid). Teams 1, 3 & 4 have their own IM Supervisor II and IMC III - Lead Worker. Team-2 is currently supervised by the Program Administrator and it has neither an IM Supervisor II nor an IMC III - Lead Worker. Team-2 requires its own supervisor.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$44,192	Salary & Fringe: IM Supervisor II, Team - 2 121: \$ 31,913 Salary 181: \$ 2,441 FICA @ .0765 182: \$ 2,314 Retirement @ .0725 183: \$ 7,500 Health 189: \$ 24 Life
Operational	\$1,462	396: \$ 250 Training/Ed 260: \$ 400 Office Supplies 312: \$ 300 Travel 321: \$ 512 Communications
Capital Outlay	\$3,460	510: \$ 810 Desk & Chair 510: \$ 250 Bookcase 510: \$ 2,050 PC, Monitor, Printer & Scanner 510: \$ 350 Software
Total Expenditures	\$48,877	

Revenue to offset Costs	\$25,049	50% Federal Share of Labor Costs 60% Federal Share of Operating & Capital Outlay
Total Cost of Service Expansion	\$24,065	50% County Share of Labor Costs 40% County Share of Operating & Capital Outlay

ADDITIONAL COMMENTS: Income Maintenance Supervisor II – TEAM 2

Someone that can dedicate their time to supervise the complement of 10 staff: Food & Nutrition Services 7 FTE's), Fraud (1 FTE), and NCFAST (2 FTE's) preparation and document management work. DSS will reorganize T-2 as it stands now, split it, and create a Team-5 to be supervised by the Program Administrator. (See Expansion Priority #1 for more details)

REQUEST FOR SERVICE EXPANSION

This form should be completed only if you are requesting an operational change that will increase or reduce your departmental budget more than four (4) percent. If the increase is attributed to several factors, a form should be completed for each service change.

Title of Service Expansion Social Worker II (SW II) – Adult Services
Priority 3

Department: Social Services

Purpose and Justification (use statistics where available and attach additional sheets as necessary) A unit within DSS' Family Services is consists of Adult Services and Child Welfare (CW) Foster Care. There are 3 Adult Services SW III's, 3 CW Foster Care SW III's, 1 CW Foster Care & Independent Living SW III, and 1 SW III for CW Foster Care & Adoptions. Adult Services has not increased its staff in more than a decade but the # of APS reports increased between 2011 to 2016 by 114% Guardianship by 91% Representative Payee by 88%, and Adult Hm Monitoring by 50%. This position would free an estimated 21 collective days for IMC III's to be in the community. The high volume of effort spent each month by the 3 Adult SW III's has become overwhelming.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$41,146	Salary & Fringe: SW II – Adult Services 121: \$29,262 Salary 181: \$ 2,239 FICA @ .0765 182: \$ 2,121 Retirement @ .0725 183: \$ 7,500 Health 189: \$ 24 Life
Operational	\$ 1,462	396: \$ 250 Training/Ed 260: \$ 400 Office Supplies 312: \$ 300 Travel 321: \$ 512 Communications
Capital Outlay	\$ 4,922	510: \$ 810 Desk & Chair 510: \$ 250 Book Case & File Cabinet 510: \$ 2,050 PC, Monitor, Scanner & Printer 510: \$ 350 Software
Total Expenditures	\$46,068	

Revenue to offset Costs	\$20,573	50% Federal Share of Labor Costs
	\$ 2,554	60% Federal Share of Operations & Capital Outlay
Total Co. Cost of Service Expansion	\$23,127	50% County Share on Labor 40% County Share Operating & Capital Outlay

ADDITIONAL COMMENTS: Social Worker II – Adult Services

This position will primarily be office-based Adult Services work and be responsible for the following:

- APS intake
- Adult Services Intake
- Representative Payee bill pay
- Special Assistance /In-Home financial Tracking
- Filing/mailing
- Open/close client records
- Contract tracking (ADULT: *Maxim – In-Home Aide, Harold Sherman Day treatment*; CHILD: *NC SHIFT, Family Reunification, LINKS*)
- Keep resource records up-to-date

Child Foster Care work:

- RIL/Criminal Background checks
- Make/open new records
- ID clients for drug screens if needed

With addition of one Clerical Social Worker staff:

- Will be able to serve more adults – this position will allow for each SW III to spend up to 7 more days in the community (21 collective days)!
- Morale will increase
- Quality and timeliness and overall efficiency of work will increase
- Less liability risk to the Department and County (*Recent Moore Co incident with under-staffed FC leading to the death of a child*). As it is, with the loss of one adult SW, supervisor has to pick up the slack which limits time and ability to supervise efficiently both the child and adult units.

Request for Service Expansion

Title of Service Expansion: Evening Security Guard (Contracted)

Name of Department: Library

Purpose and Justification:

The Evening Security Guard would walk the inside and the outside perimeter of the Richard H. Thornton Library during the four evening operating hours during the week (Monday – Thursday evenings) to give immediate assistance to defuse any potentially disruptive activities on the premises, and to act as a safeguard for the Library employees. Additionally, at closing time, the Security Guard would standby to ensure that the Library personnel were safely escorted to their vehicles.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$ 18,000.00 per year	20 Hours (5 hours per night @ 4 nights per week) The Library has extended evening hours during four days of the week (Monday – Thursday). This position is to cover those evening hours. = \$ 18,000
Capital Outlay		
Total Expenditures	\$ 18,000.00 per year	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$ 18,000.00 per year	

Request for Service Expansion

Title of Service Expansion: Adult Services Librarian - South Branch

Name of Department: Library

Purpose and Justification:

The Adult Service Librarian – South Branch would be would organize and oversee Adult programming at both South Branch and Berea Branch. Currently the Adult Services Librarian position (located at Thornton Branch) oversees ALL programming for the Library System. The addition of the Adult Services Librarian – South Branch position would allow the Adult Services Librarian at Thornton to concentrate on the Thornton and Stovall Branches.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$ 45,000.00 per year	\$ 34,500.00 per year + 7.65% (FICA) + 7.26% (retirement) = \$ 45,000.00
Operational		
Capital Outlay		
Total Expenditures	\$ 45,000.00 per year	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$ 45,000.00 per year	

Request for Service Expansion

Title of Service Expansion: Part-time Worker (Special Programs)

Name of Department: Library

Purpose and Justification:

The initial use of this Part-time position will be to would continue the Arabic Language program started by the partnership between NCBA and the Library last year. (This program has been very successful, with 17 members of the public graduating from its class this March. Additionally there have already been 20+ members of the public expressing an interest in the class if it is continued this summer.)

The long term use of this position will also be utilized as a support person for all other Adult programming throughout the year.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$ 9,572.00 per year	Position will work 19 Hours at \$9.00 per hr with an outlay not to exceed \$8,892.00 \$ 8,892.00 per year + 7.65% (FICA) = \$ 9,572.00
Operational		
Capital Outlay		
Total Expenditures	\$ 9,572.00 per year	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$ 9,572.00 per year	

Request for Service Expansion

Title of Service Expansion A.E.D. Equipment

Name of Department: Recreation Services

Purpose and Justification:

The Recreation Department is wanting to purchase AED Equipment for the park. With all the sports and other activities, emergencies are bound to occur and the department would like to be able to assist with help until other Emergency Services can arrive should something happen.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	0	
Operational	4,000	This is for the AED Equipment for both buildings
Capital Outlay	0	
Total Expenditures	4,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>4,000</i>	

Outside Agency Funding Service Expansion Request Cover Page

If your organization was not a funded agency in the County's fiscal year 2016-2017 budget or you were funded in fiscal year 2016-2017 and are requesting funds in excess of the current funding level, you will need to submit your request as a service expansion. *These requests are due by March 10th.* You should include additional information to support the request. *Any attachments submitted with your request will be photo copied for the budget workbooks, permanently bound documents submitted in support of your request may not be included in the commissioner's budget materials.*

Did your agency receive funding in fiscal year 2016-2017? Yes No

Name of Agency/Organization: Oak Hill Heritage House Museum & Research Library
/Women Involved in Community Action

Summary of Request and Justification: (Please provide a brief summary of your request in the space provided. Additional documentation should be attached to further explain and support your request).

Oak Hill Heritage House Museum and Research Library is the Oak Hill community, the facility is open to the general populace of Granville County and welcomes all members of the 25 communities of District I. The funds will be used to upgrade and expand programming.

The primary initiative involves upgrading the existing technology to provide public access to internet technology to close the rural digital divide. This initiative will involve installing networked computers for public use along with touchscreen kiosks for viewing educational exhibits.

Many homes in the rural area are without internet access, particularly those households that live below at or the poverty line.

By emphasizing teaching, learning, and collaboration, the Museum and Research Library seeks to partner with the local school and churches to promote and enhance cultural appreciation and literacy to improve the community.

The workshops, seminars, forums, festivals, and other events provide a plethora of educational resources and interests that not only offer instruction, but they also work to build unity and community pride as well.

The cultural art garden, theme and nature trails; and walking path will be designed to be educational as well as, safe and convenient; linking with other fitness programs. Gardens designed to encourage relaxation and offering participants the opportunity to experience bird-watching, photography, and other hobbies and exploration.

<i>Total Amount of Service Expansion Request.</i>	<i>\$25,000.</i>

Your 2017-2018 Budget funding request letter should include the following information:

1. Describe the mission and/or programs of your organization.

MISSION: Supporting Unity and Care for the Community through Education, Arts and Cultural Diversity. Oak Hill Heritage House Museum and Research Library is a multicultural research library housing African American and Native American resources with the goal of ensuring the preservation of our local culture and giving residents a glimpse into the history of the Oak Hill area and its historical significance to the community. Oak Hill Heritage House Museum and Research Library was established in 2006 and advocates an ongoing existence for future generations and will provide valuable historical works and resources, including Catalogue Raisonne, genealogy, documentations and preserved records for all interested participants. Programs include:

- Exhibits: Permanent, Changing/Rotating and Special Events
- Workshops, Seminars, and Forums/Panel Discussions on pertinent issues
- Cultural Festival, Community Fun Day, Camp-out, "Old Style" Picnic and Walk
- Read-Ins, Book signings featuring local authors; performance artists, talent shows
- Screening culturally relevant films; Q & A Sessions

2. What Granville County community need is the agency addressing in this request?

The Oak Hill township of northern Granville County is a rural area that does not offer cultural events and educational opportunities relevant to the community. Oak Hill Heritage House Museum and Research Library has collected artifacts and documents that preserve the rich cultural history of the immediate area. The goal is not to simply provide a place where Oak Hill residents can take a simple walk down memory lane. On the contrary, the goal of Oak Hill Heritage House Museum and Research Library is to promote awareness of the rich multicultural traditions that have shaped Oak Hill and Granville County along with the state of North Carolina and this nation. Many local traditions have begun to fade with time and modernization; thus, they are in danger of being lost. It is this void that the Museum and Research Library hopes to fill. By emphasizing teaching, learning, and collaboration, the Museum and Research Library seeks to partner with the local school and churches to promote and enhance cultural appreciation and literacy to improve the community. The workshops, seminars, forums, festivals, and other events provide a plethora of educational resources and interests that not only offer instruction, but they also work to build unity and community pride as well.

3. How will the funds be used to help the agency accomplish its mission? Please include, when possible, number of people served; geographical area served; and other funding sources you receive.

Oak Hill covers a 59.2 square mile area. Per census data (2015), the population of Oak Hill is 2,352. Fifty-four percent (54%) of the population is Caucasian, forty-one percent (41%) is African American, and four percent (4%) is Native American. Fifteen percent (15%) of the population live below the poverty line. While the target audience of Oak Hill Heritage House Museum and Research Library is the Oak Hill community, the facility is open to the general populace of Granville County and welcomes all members of the 25 communities of District I. The funds will be used to upgrade and expand programming. The primary initiative involves upgrading the existing technology to provide public access to internet technology to close the rural digital divide. This initiative will involve installing networked computers for public use along with touchscreen kiosks for viewing educational exhibits. Many homes in the rural area are without internet access, particularly those households that live below at or the poverty line. Therefore, this upgrade will provide a local place for community residents to have access to educational information technology. Upgrading the Museum and library's technology will also enable the organization to conduct hands-on workshops and classes on topics such as writing memoirs, conducting family research (genealogy), developing computer skills, and other skills relevant to the needs of the rural population. Upgrading the technology will require, among other things, computer equipment, internet access, software, and furniture. In addition to upgrading the equipment, programming will be expanded as well. Examples of expanded programming include a lecture series on African American history, an outreach program to reinforce literacy skills for students of Joe Toler-Oak Hill Elementary School, and a college readiness program to educate area students about historically black colleges and universities (HBCUs). Other funding sources include annual fund-raising projects and donations.

Funds will make possible for Oak Hill Heritage House to:

- Provide historical works and more multicultural awareness, informational exhibits, using interactive hands-on Kiosk touch screen technology.
- Reach more participants, increase Attendance by employing personnel, allowing more hours for service.
- Provide opportunities for visitors to experience garden and nature exploration.
- Provide safe, convenient walking path.
- Improve communication and reading skills by providing quick access to updated information.

Attachments: Please attach the following items or provide a brief explanation why they cannot be provided.

1. A list of the Board of Directors, permanent staff members, and key volunteers.

The Executive Committee and the Advisory Council, all volunteers, are committed to the implementation of programs, projects, and fund-raising activities for the Oak Hill Heritage House Museum and Multicultural Research Library focusing on, but not limited to African and Native Americans.

EXECUTIVE COMMITTEE

Mrs. Gwendolyn P. Taylor, Chair
Mrs. Alma Peace-Bullock, Director
Ms. Mary L. Harris, Assistant Director
Mr. Mack Q. Bullock, JR. Treasurer
Ms. Tabitha S. Royster, Records
Mrs. Marlene W. Hendricks, Designer
/Communications & Technology

ADVISORY COUNCIL

Mr. Charles A. Oakley, Chair
Mrs. Marion D. Woods, Vice-Chair
Mr. Michael K. Allen, Recorder
Mrs. Carolyn L. Williams, Artifacts
Mrs. Leola B. Oakley, Public Relations
Mr. James L. Green, Music/Chapman
Col F. F. Fountain, (Ret.) Member- at-large

Left to right: Seated: Alma Bullock, Charles Oakley, Tabitha Royster.
L-R Standing: Gwendolyn Taylor, Carolyn Williams, Renee Green, Marion Woods, Marlene Hendricks.
L-R Backrow Standing: Michael Allen, Mary Harris, Mack Bullock and J. L. Green.



Executive Committee /Advisory Council

Service Expansion Request Cover Page

If your organization was not a funded agency in the County's fiscal year 2016-2017 budget or you were funded in fiscal year 2016-2017 and are requesting funds in excess of the current funding level, you will need to submit your request as a service expansion. *These requests are due by March 10th.* You should include additional information to support the request. *Any attachments submitted with your request will be photo copied for the budget workbooks, permanently bound documents submitted in support of your request may not be included in the commissioner's budget materials.*

Did your agency receive funding in fiscal year 2016-2017? Yes No

Name of Agency/Organization: **Boys & Girls Clubs of North Central North Carolina**

Summary of Request and Justification: (Please provide a brief summary of your request in the space provided. Additional documentation should be attached to further explain and support your request).

Our organization has seen expansive growth over the past three years. We moved into a permanent facility in 2016 and have seen a dramatic increase in membership as well as daily attendance. We serve between 100-125 children during our daily afterschool program and over 100 children during our summer program.

The increased funding request will be used to ensure we have adequate staff supervision and supplies to handle the increased attendance and daily usage.

Total Amount of Service Expansion Request.	\$20,000

Boys & Girls Clubs of North Central North Carolina
Request for Outside Agency Funds to Granville County

1 Boys & Girls Clubs Mission and Programs Overview

The Boys & Girls Clubs of North Central North Carolina has been serving youth in Oxford since 2012. Our mission is "To enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens." We accomplish this mission by providing afterschool and summer activities for any boy or girl between the ages of five through eighteen.

We operate programs in three primary focus areas: Academic Success, Good Character & Citizenship, and Healthy Lifestyles. Our method of instilling these skills is known as the Youth Development Strategy. This strategy works to build a sense of belonging, a sense of usefulness, a sense of influence, and a sense of competence. We operate over one dozen programs at our location afterschool during the school year and during summer.

Perhaps the most important ingredient to success in working with youth though is the staff that provides the programming at the club daily. We strive to have staff and volunteers dedicated to each individual member's success. Our staff is the cornerstone to a successful foundation.

2 Granville County Need Being Addressed

There are several indicators that point to the need for a Boys & Girls Club in Granville County. The high school graduation rate in Granville County is 77.1% compared to the state average of 82.5% and the drop out rate here is 7.4% compared to 1.9% nationally. The free/reduced lunch rate in the county schools is 100% compared to 51% nationally. Students in Granville need assistance in math and reading as only 36.6% are considered proficient in math and only 36.3% are considered proficient in reading in the third grade. The state average in math is 46.8% and in reading it is 45.2%. Interestingly, private prison companies determine where they will construct future prisons based upon third grade reading scores.

The poverty rate in Granville County in 2015 was 16% of the population. Many families cannot afford needed educational and recreational opportunities for their children. Fortunately, the Boys & Girls clubs provides an excellent opportunity at an affordable price. Annual membership dues are presently \$10.00.

3 How Funding help address needs

The Boys & Girls Clubs of North Central North Carolina respectfully requests expanded funding in the amount of \$20,000. This funding will be used to offset costs such as staffing and program materials in order to keep the program dues affordable so all children can attend.

This investment in Granville County youth will also be used to secure other funding such as grants from foundations, corporate contributions and individual donations. It is estimated that this \$20,000 investment can generate a 10:1 return on investment (ROI) from the other sources listed.

Service Expansion Request Cover Page **BY:**

If your organization was not a funded agency in the County's fiscal year 2016-2017 budget or you were funded in fiscal year 2016-2017 and are requesting funds in excess of the current funding level, you will need to submit your request as a service expansion. *These requests are due by March 10th.* You should include additional information to support the request. *Any attachments submitted with your request will be photo copied for the budget workbooks, permanently bound documents submitted in support of your request may not be included in the commissioner's budget materials.*

Did your agency receive funding in fiscal year 2016-2017? Yes No

Name of Agency/Organization: **Franklin Granville Vance Smart Start, Inc.**

Summary of Request and Justification: (Please provide a brief summary of your request in the space provided. Additional documentation should be attached to further explain and support your request).

Franklin Granville Vance Smart Start is requesting funding to support our agency in its mission to ensure that all children start school healthy and ready to succeed. FGV Smart Start implements this mission by a variety of programs in three core areas: early education services (including child care, child care subsidies, and NC Pre K), health, and family support.

Smart Start programs must obtain a percentage of their funding from other sources, either in-kind or cash. Each year that percentage has grown, from 10% in the first years of operation, to 19% for fiscal year '16-'17. Additional funding from local sources will not only provide administration and direct service provision of programs, but also assist with this match requirement.

FGV Smart Start provides an array of services to Granville County residents. (see attached letter). We are asking support from Granville County to continue these quality services for the upcoming fiscal year ('17-'18).

*FGV Smart Start allocates approximately \$720,000 to serve all three counties. \$365,000 is committed to services for Granville County only.

<i>Total Amount of Service Expansion Request.</i>	<i>\$ 5,000</i>



"Building Brighter Futures For Children"

Franklin Granville Vance Smart Start
P. O. Box 142, Henderson, NC 27536
Telephone (252) 433-9110 * Fax (252) 433-9230

Dr. Tony W. Cozart
Executive Director

Annie M. Blacknall
Executive Board Chair

March 1, 2017

Steve McNally
Finance Director
Granville County Finance Department
PO Box 1286
Oxford, NC 27565

Dear Steve,

FGV Smart Start would like to request funds from the County of Granville to assist in supporting our efforts to continue to serve families with young children in Granville County. Our request is based on two premises: increased cost for programs each year, and no increases in funding over the last several years from the NC Legislature (the bulk of our funding) that has made continuing services at present levels most difficult.

As you can see from the attached information sheet (Granville County Smart Start Programs), FGV Smart Start is providing an array of services to families and children throughout Granville County. Over 1500 children are served by programs in Granville County alone. One example, the Reach Out and Read program, explicitly requires the Partnership to raise additional funding for books that are provided to children during their well child visits at NC Pediatrics and Granville County Health Department.

Thank you for consideration of our request to continue to provide quality services to our youngest citizens as we work towards our goal to make sure all children are healthy and prepared to be successful as they enter school.

Wanda Hunt

A handwritten signature in black ink that reads "Wanda Hunt". The signature is written in a cursive, flowing style.

Program Manager
FGV Smart Start

FGV Smart Start Programs

- **Child Care Resource & Referral** program is designed to improve the quality and availability of childcare services by providing technical assistance to childcare providers and referrals to childcare for parents.
- **Quality Enhancement** provides grant funds for child care providers with a temporary license or a 1 to 3 star rating.
- **WAGES** program provides monetary supplements to teachers, directors, and family child care providers in licensed centers and homes who continue their education while remaining at that program.
- **Child Care Subsidy** provides funds for those families needing assistance paying for childcare. (Administered through Granville County DSS).
- **Parents as Teachers** is a program designed for families with children from birth to three years of age. PAT teachers visit parents and children in their homes, hold group meetings, screen children for developmental delays, and refer children for special services. (Administered through Granville County Schools).
- **Incredible Years** provides parenting education to families of children 0-5 years of age. Participants include parents referred by school counselors, Department of Social Services or mandated by the courts, and others living in underserved communities.
- **Dolly Parton Imagination Library** helps children build their own personal library, enjoy reading with their parents, enrich their vocabulary, and have knowledge of same books with other children when they enter kindergarten. Children are mailed a developmentally appropriate book each month.
- **NC Pre K** classrooms are designed to provide high quality educational experiences for four-year-old children who are at risk of school failure. (Administered through Granville County Schools).
- **Professional Development Program** provides assistance to childcare providers in their pursuit of returning to school and enrolling in Early Childhood Education (ECE) classes.
- **Adolescent Parenting Program** provides intensive, family centered services to pregnant and parenting adolescents. (Vance County Only).
- **Assuring Better Child Health and Development (ABCD)** trains primary healthcare professionals to use standardized tools to identify children who are at-risk for developmental delays and refer them to services.
- **Kindergarten Readiness** program leads kindergarten readiness and transition activities that are designed to increase teacher knowledge and strengthen the transition process from pre-school to kindergarten.
- **Reach Out and Read (ROR)** promotes early literacy and school readiness in the pediatric practice setting by giving new books to children and advice to parents about the importance of reading.

Outside Agency Funding Service Expansion Request Cover Page

If your organization was not a funded agency in the County's fiscal year 2016-2017 budget or you were funded in fiscal year 2016-2017 and are requesting funds in excess of the current funding level, you will need to submit your request as a service expansion. *These requests are due by March 10th.* You should include additional information to support the request. *Any attachments submitted with your request will be photo copied for the budget workbooks, permanently bound documents submitted in support of your request may not be included in the commissioner's budget materials.*

Did your agency receive funding in fiscal year 2016-2017? Yes No

Name of Agency/Organization: Granville County Historical Society Museums

Summary of Request and Justification: (Please provide a brief summary of your request in the space provided. Additional documentation should be attached to further explain and support your request).

Due to the change in the N.C. Science Grassroots which we have been appreciative to have been involved with since 1999, this collaborative is no longer recognized by the state as it was. It became a grant process by which any science museum could apply to receive. The criteria were the science programs that were available for a certain length of time and the outreach each museum accomplished. The Granville County Historical Society Museums did not meet that criteria. Therefore, the \$50-60,000 that we received each year was not received this year. As an example, the 7 months ended on 1-31-17 total revenue figure was \$51,555 compared to the 1-31-16 figure of \$119,474.

The Society is most concerned about this deficit and how we are going to continue operating two "free" museums to this county and all other visitors that we have through the year. We have to consider that the cost of renting the science exhibits along with advertising, labor time, etc. will not be part of our operating expense; however our operating expense during this comparison was 1-31-17: \$54,051 compared to 1-31-16: 72,499. Without an increase in revenue, this large change in income will affect our ability to continue serving this community and outside the community two museums with each being a valuable asset to this city and this county.

We hope that the commissioners appreciate the service we profit to all and will help us by increasing the amount we receive this year. We have not had an increase in many years, and we have expanded in many ways through these years

<i>Total Amount of Service Expansion Request.</i>	\$40,000



3/10/2017

Granville Historical Society Museums
Harris Exhibit Hall & the Granville History Museum
1 Museum Lane, Oxford, NC 27565

Phone: (919)693-9706
pam@granvillemuseumnc.org

Visit our website at <http://www.granvillemuseumnc.org>

The Granville County Historical Society are the administrators of the Granville History Museum and the Harris Exhibit Hall.

The Society's mission is to promote knowledge and appreciation of Granville County's history and people for current and future generations.

With this mission in mind, the Society opened the first museum in the 1860 jail in 1996. In 2000, the Harris Exhibit Hall was opened and the first museum was closed. In 2006, the first museum became the Granville History Museum with a permanent exhibit of the county's history.

Thus the Society has offered a cultural and educational recreation and learning for 21 years.

The Harris Hall has served to rotate exhibits on different topics: History, Science, Art, Cultural activities, children's programs, performances by historical impersonators, N.C authors and authors from outside the state who have presented programs and book signings.

All of these programs and exhibits follow the guidelines of the mission but often do not relate the county's history. The museum staff strives to bring subject material that educate, entertain, and enhance the availability of a variety of interests.

The 2016 visitation figures (which are based on a "sign-in" sheet at both museums which often get overlooked) show that over 5,000 people visited one of the museums or both. Of that figure, 75% of the attendance were from the county, 19% from other places in N.C.; 5% out of state, 1% foreign guests.

Granville County owns both buildings in which the museums are located. The agreement is that the county takes care of outside maintenance but the museums pay for everything inside the buildings including the utilities.

Increased funding is necessary to maintain all of the above goals because of several different factors. There was, until this year, a N.C. Grassroots Science Collaborative funded by the state of which our museums have been funded and involved in their operation. These funds allowed us to rent science exhibits which followed the STEM guidelines and were such an asset to our school groups as well as others. The N.C. Legislature changed much of the criteria last summer and went to a grant process that all of the science museums in the state could apply to get. Since we are not a full time science museum, we did not apply for the new grant. This funding was approximately 30% of our income and that decrease in revenue will affect us greatly. An example is that we were going to partner with Duke Energy to change all of our lighting to LED's but we cannot afford the monthly expense or the upfront cost of half the amount it would take to accomplish this.

INSTITUTIONAL ELIGIBILITY

All types of museums, large and small, are eligible for funding. Eligible museums include aquariums, arboretums and botanical gardens, art museums, youth museums, general museums, historic houses and sites, history museums, nature centers, natural history and anthropology museums, planetariums, science and technology centers, specialized museums, and zoological parks. Federally operated and for-profit museums may not apply for IMLS funds. An eligible applicant must be:

- either a unit of state or local government or a private not-for-profit organization that has tax-exempt status under the Internal Revenue Code;
- located in one of the fifty states of the United States of America, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau; and
- a museum that, using a professional staff, (1) is organized on a permanent basis for essentially educational or aesthetic purposes, (2) owns or uses tangible objects, either animate or inanimate; (3) cares for these objects; and (4) exhibits these objects to the general public on a regular basis through facilities which it owns or operates.

An organization uses a professional staff if it employs at least one professional staff member, or the fulltime equivalent, whether paid or unpaid primarily engaged in the acquisition, care, or exhibition to the public of objects owned or used by the institution.

An organization "exhibits objects to the general public" if such exhibition is a primary purpose of the institution. Further, an organization which exhibits objects to the general public for at least 120 days a year shall be deemed to exhibit objects to the general public on a regular basis. An organization which exhibits objects by appointment may meet the requirement to exhibit objects to the general public on a regular basis, if it can establish, in light of the facts under all the relevant circumstances, that this method of exhibition does not unreasonably restrict the accessibility of the institution's exhibits to the general public. Please note that an organization which does not have as a primary purpose the exhibition of objects to the general public, but which can demonstrate that it exhibits objects to the general public on a regular basis as a significant, separate, distinct, and continuing portion of its activities, and that it otherwise meets the museum eligibility requirements, may be determined to be eligible as a museum under these guidelines.

A museum located within a parent organization that is a state or local government or multipurpose non-profit entity, such as a municipality, university, historical society, foundation, or a cultural center, may apply on its own behalf, if the museum: (1) is able to independently fulfill all the eligibility requirements listed above; (2) functions as a discrete unit within the parent organization; (3) has its own fully segregated and itemized operating budget; and (4) has the authority to make the application on its own. When any of the last three conditions cannot be met, a museum may apply through its parent organization.

Prospective applicants that cannot fulfill all of these requirements should contact IMLS to discuss their eligibility before applying. IMLS may require additional supporting documentation from the applicant to determine the museum's autonomy. Each eligible applicant within a single parent organization should clearly delineate its own programs and operations in the application.

GRANVILLE COUNTY



Granville Historical Society Museums
Harris Exhibit Hall & the Granville History Museum
1 Museum Lane, Oxford, NC 27565

Phone: (919)693-9706

ham@granvillemuseumnc.org

Visit our website at <http://www.granvillemuseumnc.org>

3/10/2017

OFFICERS:

PRESIDENT: JIM CRAWFORD
VICE PRESIDENT: HELEN BRUMMITT
TREASURER: BOB WHEELER
SECRETARY: STEVE SIEVERT

DIRECTORS:

ADLAI WOODLIEF MELINDA BROOKS
EMILY CHAMPION
MARK PACE
JEAN GILL

STAFF:

PAM THORNTON, EXECUTIVE DIRECTOR
JUDITH FARRELL: HISTORY MUSEUM GUIDE
MIKELIA HOWELL
STEPHANIE MAY

KEY VOLUNTEERS:

ISABEL WASHINGTON
PAT GRAVLEY
ELAINE MCKELLY
JESSIE MCLAM
JUDY MILTON
BILL MITCHELL
HATTIE JEAN OVERTON
RETTA POWELL
ELIZABETH WATTS
DOLORES WILKINSON

34C

Narrative	32
Budget	34
Strategic Plan Summary	37
Schedule of Completion	37
Exhibition Summary (if applicable)	37
Partnership Statement	38
Specifications for Projects that Develop Digital Products	39
Key Project Staff and Resumes	41
Letters of Commitment (if applicable)	41
Statement of Purpose/Mission Statement	41
Proof of Nonprofit Status	41
Federally Negotiated Indirect Cost Rate Agreement	41
Supporting Documents for MFA Applicants	42
Sample Schedule of Completion	43
 IMLS Assurances and Certifications	
Assurances Statement	45
Certifications Required of All Applicants	45
Certifications Required of Some Applicants	47
 Ten Tips to Work Successfully with Grants.gov	
	49

Narrative	32
Budget	34
Strategic Plan Summary	37
Schedule of Completion	37
Exhibition Summary (if applicable)	37
Partnership Statement	38
Specifications for Projects that Develop Digital Products	39
Key Project Staff and Resumes	41
Letters of Commitment (if applicable)	41
Statement of Purpose/Mission Statement	41
Proof of Nonprofit Status	41
Federally Negotiated Indirect Cost Rate Agreement	41
Supporting Documents for MFA Applicants	42
Sample Schedule of Completion	43

IMLS Assurances and Certifications

Assurances Statement	45
Certifications Required of All Applicants	45
Certifications Required of Some Applicants	47

Ten Tips to Work Successfully with Grants.gov	49
--	-----------

REQUEST FOR SERVICE EXPANSION

Title of Service Expansion Fire Services Base Funding Adjustment

Department Fire Services

Purpose and Justification

This Service Expansion is a request for base funding adjustment for the Fire Services. Specifically, the request is for a \$15,000.00/department increase in the base amount allocated per department. In this current fiscal year, the Fire Services realized a modest increase in funding from the previous year; however, inflation trends and increasing financial burdens such as fuel and insurance costs have begun crippling departments' abilities to provide basic services.

In 1996, an agreed upon method of funding, initially figured on a base of \$20,000/dept., was established to allow the Fire Services to incrementally increase their funding allocation each year in proportion to the base growth of the County's ad valorem taxes. This formula has averaged out to an approximate 3% increase each subsequent year with a base adjustment during the county's tax revaluation in 2002.

Currently, it costs upwards of \$10,000.00 to outfit a single firefighter with proper safety equipment (includes turnout gear, air pack, pager and radio). Multiply that by 20 firefighters to outfit, add in vehicle and property insurance (\$11,000.00), worker's compensation (\$1,820.00) vehicle maintenance (\$6,900.00), operational fuel costs (\$4,289.00), and loan payments (\$45,676.00), and it is easy to see how quickly the expenses can overtake the ability to provide services. (*See note below for explanation.)

On average, it costs approximately \$81,000.00 per year to operate a volunteer fire department. In the current Fiscal Year, the base allocation per department from the county was \$67,806.00 leaving over \$13,000.00 to be made up through fundraisers and donations. As a side note to that, in tough economic times, well-meaning citizens are less-likely to donate to a charitable cause, and as such, the responsiveness to fundraisers is significantly decreased.

Although passing this Service Expansion Request will go a long ways towards catching up the Fire Services, it will not eliminate the need to raise additional funds and seek out grant opportunities.

This request is in addition to the continuation budget request which also seeks to realize an increase of approximately 3% as has been the trend in past years.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost.
Personnel		
Operational	\$210,000.00	\$15,000.00 per fire department to adjust department base funding.
Capital Outlay		
Total Expenditures	\$210,000.00	
Revenue to offset Costs		
Total Cost of Service Expansion	\$210,000.00	