

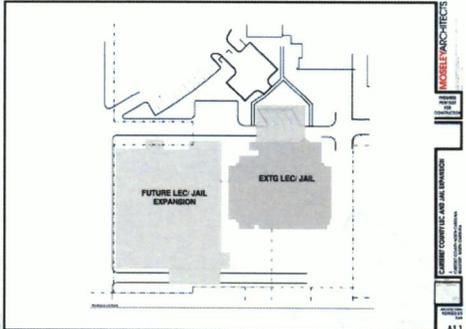
**COUNTY OF CARTERET
BOARD OF COMMISSIONERS
BOARD SEMINAR
BEAUFORT HOTEL, 2440 LENNOXVILLE ROAD, BEAUFORT, NC
FEBRUARY 4, 2020**

The Honorable Carteret County Board of Commissioners held their 2020 Board Seminar on Tuesday, February 4, 2020 at 9:00 a.m. at the Beaufort Hotel, 2440 Lennoxville Road, Beaufort, North Carolina. Present were: Chairman Bill Smith, Commissioners Robin Comer, Bob Cavanaugh, Jimmy Farrington, Mark Mansfield, Jonathan Robinson, and Ed Wheatly.

UPDATE: JAIL

Sheriff Buck provided an update on the jail project that is ongoing, provided a recap of when the project began and shared information regarding the need for additional jail space. Sheriff Buck shared that a decision needs to be made of whether to expand on-site at the current facility or possibly building off-site.

Mr. Dan Mace of Moseley Architects, provided an overview of the presentation and shared information regarding the design concepts/options.

 <p>CARTERET COUNTY, NORTH CAROLINA</p> <p>Public Safety Needs Assessment and Feasibility Study Update February 4, 2020 Board of Commissioners Board Seminar</p> <p style="text-align: right;">MOSELEYARCHITECTS</p>	<p style="text-align: center;">Projected Detention Population</p> <p style="text-align: center;">Table VI Carteret County Forecasted Population using the Highest Admission rate</p> <table border="1"> <thead> <tr> <th>YEAR</th> <th>FORECASTED ADP</th> <th>CLASSIFIED ADP (+30 %)</th> <th>PEAKED ADP</th> <th>CLASSIFIED & PEAKED</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>185.47</td> <td>222.56</td> <td>126</td> <td>290.28</td> </tr> <tr> <td>2025</td> <td>192.83</td> <td>231.39</td> <td>126</td> <td>291.39</td> </tr> <tr> <td>2030</td> <td>200.30</td> <td>240.35</td> <td>128</td> <td>302.68</td> </tr> <tr> <td>2035</td> <td>207.77</td> <td>249.32</td> <td>128</td> <td>311.98</td> </tr> <tr> <td>2040</td> <td>207.89</td> <td>248.46</td> <td>126</td> <td>314.16</td> </tr> </tbody> </table> <p style="text-align: right;">MOSELEYARCHITECTS</p>	YEAR	FORECASTED ADP	CLASSIFIED ADP (+30 %)	PEAKED ADP	CLASSIFIED & PEAKED	2020	185.47	222.56	126	290.28	2025	192.83	231.39	126	291.39	2030	200.30	240.35	128	302.68	2035	207.77	249.32	128	311.98	2040	207.89	248.46	126	314.16
YEAR	FORECASTED ADP	CLASSIFIED ADP (+30 %)	PEAKED ADP	CLASSIFIED & PEAKED																											
2020	185.47	222.56	126	290.28																											
2025	192.83	231.39	126	291.39																											
2030	200.30	240.35	128	302.68																											
2035	207.77	249.32	128	311.98																											
2040	207.89	248.46	126	314.16																											
<p style="text-align: center;">Observations / Recommendations</p> <ul style="list-style-type: none"> The existing Jail was opened in 1995 and is rated for 116 inmates. Currently the Average Daily population is typically over 140. A Jail facility is considered operationally overcrowded when it reaches 80% of its rated capacity (93 inmates). The 116 beds consist of 64 single male cells, a 38 bed minimum custody male dormitory, and 10 female cells. There are 4 holding cells in the intake / booking area. Female housing as a percent of total population has been rising in NC as in other states – we recommend at least 20% of beds be allocated for female use. The study recommends a need for 305 total beds with "core" spaces sized for 400 for future expansion needs. Option 1 – Construct a new jail "core" and approximately 172 new beds adjacent to the existing facility. Renovate the interior of the existing jail and sheriff's offices to update and integrate electronics and expand the Magistrate's and Sheriff's office space. This will net a total of 286 beds and be difficult to expand on site. Option 2a – Construct a new 315 bed replacement Jail Facility on a remote site with "core" spaces for 400. The existing jail beds could serve as court holding area. This option would allow for future expansion and/or replacement Sheriff's offices. Option 2b – Construct a new 203 bed Jail Facility on a remote site with "core" spaces for 400. Design for easy housing expansion and maintain existing jail facility as-is. <p style="text-align: right;">MOSELEYARCHITECTS</p>	<p style="text-align: center;">Site Plan – Existing Site Option 1</p>  <p style="text-align: right;">MOSELEYARCHITECTS</p>																														

Option 1 Existing Site Option Observations

- Allows the Jail to remain in its historic location and connection to the Courthouse.
- Has the smallest capital cost of the two options (\$27.4m).
- Keeps the Sheriff and Magistrate at current location and proximity to the Jail function.
- Creates a more severe lack of available parking.
- Can't be easily expanded in the future – only nets 286 beds of an anticipated 300-400+ need.
- Sheriff's offices will still be lacking in needed space and storage.
- Court expansion will be made more difficult.
- Inability for an inmate containment yard.
- Core jail areas are located underneath inmate housing pods – more likely to attempt flooding of cells.
- Elevators and stairs create less staff efficiency of operation.
- Requires more staff per inmate for safe operations = higher staff cost per year.
- Existing Jail space will require more maintenance to keep operational as systems wear out.

MOSELEYARCHITECTS

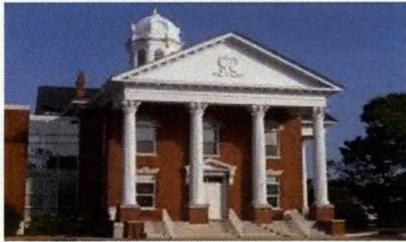
Options 2a & b Observations

- Has enough property (15+ acres needed) for future expansions and additional functions (Sheriff's Offices, etc.).
- Single level of operation is the safest and most staff efficient layout. More staff able to safely supervise more inmates at a time.
- Allows existing parking to remain at Court site and potentially easier court needs expansion area.
- An inmate containment yard to keep the public away from the housing walls and recreation yards is provided.
- Has the largest initial capital cost of the options (\$34 - \$40m).
- New property may have to be purchased by the County – may create a NIMBY issue.
- Requires the Magistrate to relocate to the new location and inmates must be transported to and from court.

MOSELEYARCHITECTS

Thank You

for this opportunity to meet with you and present the Carteret County Jail Study Update



MOSELEYARCHITECTS

Mr. Mace responded to questions from Commissioners about his recommendation of Option 2a or 2b for Carteret County – and clarified that Option 1 would require about 10-11 additional staff members.

Commissioner Robinson commented that Option 2b, as outlined, is still going to require running the existing jail and asked if Mr. Mace had considered the cost to the staff as a result. Mr. Mace responded that the replacement jail could be operated at much less staff cost annually. Mr. Mace shared that Option 2a would accommodate the County's entire needs for a 15-20-year projection. Commissioner Mansfield shared that if we are going to add people, regardless of where they are added, it is going to take a certain amount per prisoner to staff the facility – whether it is the old jail or a new jail. Mr. Mace stated that his recommendation for the County to consider is Option 2a as the best course of action. Commissioner Comer wanted to clarify that the information provided earlier regarding going offsite did include the people it would take to run functions at the Courthouse. Mr. Mace stated that Option 1 requires about ten to eleven more staff annually to operate than Option 2a.

Commissioner Wheatly asked if Mr. Mace was recommending Option 2b; Mr. Mace stated that he was recommending Option 2a.

Commissioner Farrington confirmed that 'current location' means expanding the jail where it is and regardless of the renovations to the old jail, it will take more people to manage that current location.

UPDATE: CARTERET COUNTY PUBLIC SCHOOL SYSTEM

Mr. Richie Paylor, Interim Superintendent of the Carteret County Public School System, provided an overview of the presentation shown below.



CARTERET COUNTY
PUBLIC SCHOOL SYSTEM
A Beacon for Learning and Leading

COMMISSIONERS' SEMINAR
FEBRUARY 4, 2020

PROJECTED BUDGET NEEDS

CARTERET COUNTY PUBLIC SCHOOL SYSTEM SYSTEM ACCOMPLISHMENTS

Through local support ...

- CCPS showed "exceptional improvement" with 88.2 percent of schools in the district receiving an A or B rating from the state.
- CCPS is ranked *fourth* out of NC school systems for Grade Level Proficiency based upon all summative test scores.
- CCPS high schools ranked *first* out of NC high schools for Grade Level Proficiency
- Out of the 115 public school systems in the state, Carteret County's public high schools ranked *third* on the 2019 SAT and ACT.
- Currently *expanding* our take-home availability of the Chromebooks you provided to sixth and seventh grades this month.
- Awarded competitive *grants* for computer science and coding two years in a row from NC Department of Public Instruction

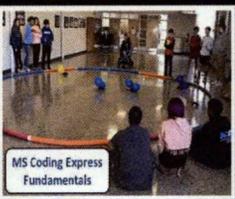
Grant-Funded Opportunities



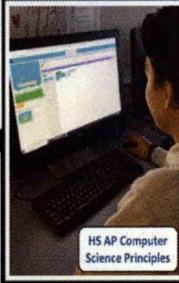
MS Computer Science Discoveries



MS Summer Coding Camp

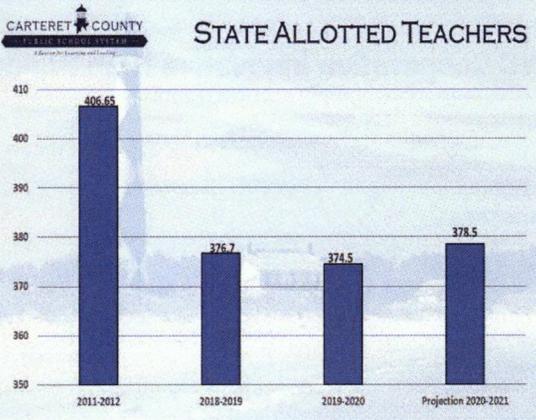


MS Coding Express Fundamentals



HS AP Computer Science Principles

CARTERET COUNTY PUBLIC SCHOOL SYSTEM STATE ALLOTTED TEACHERS



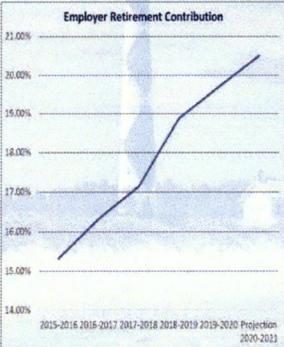
Year	State Allotted Teachers
2011-2012	406.65
2018-2019	376.7
2019-2020	374.5
Projection 2020-2021	378.5

CARTERET COUNTY PUBLIC SCHOOL SYSTEM POSITION CHANGES FROM STATE/FEDERAL

<p><u>State Changes</u></p> <p>House Bill 90 teacher allotment increase</p> <p>House Bill 90 teachers required for student to teacher ratio</p> <p>Net state funded teachers</p>	<p><u>Position Changes</u></p> <p>4 positions</p> <p>4 positions</p> <p>No positions added</p>
<p><u>Federal Changes</u></p> <p>Federal Staff Cut (estimated)</p>	<p><u>Position Changes</u></p> <p>2 Exceptional Children positions</p>

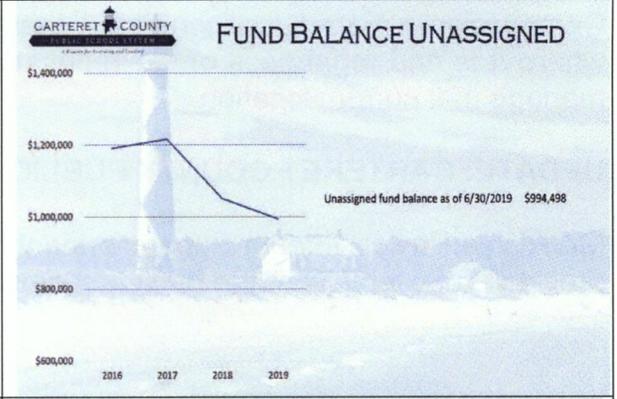
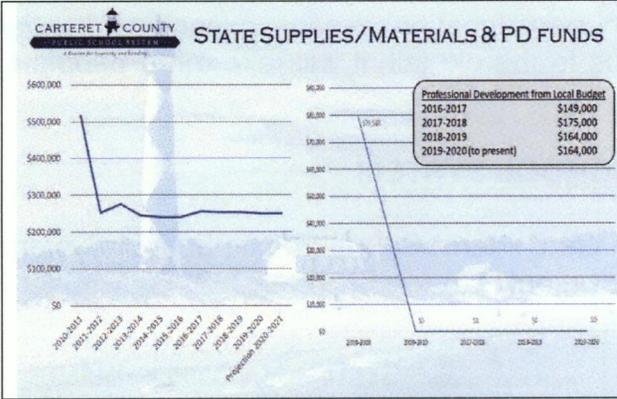
CARTERET COUNTY PUBLIC SCHOOL SYSTEM STATE BENEFIT COSTS

Employer Retirement Contribution



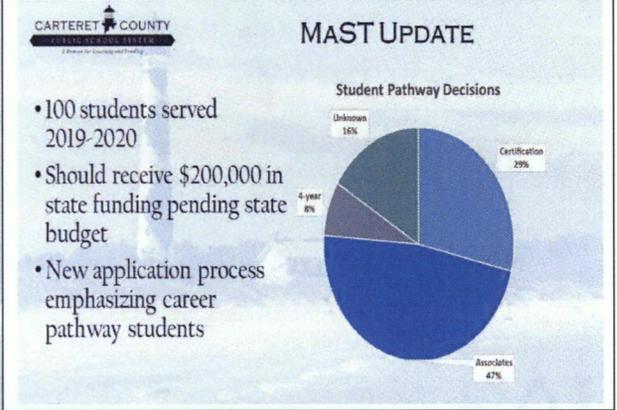
Employer Health Insurance Contribution





CARTERET COUNTY PUBLIC SCHOOL SYSTEM 2020-2021 BUDGET IMPACT ITEMS

Items	Cost Estimates
Compensation Alignment (Year 3 of 3) <small>(Bookkeepers, Secretaries, Data Managers, Maintenance, Transportation)</small>	\$123,000
MaST-Year 3 <small>Year 1- \$109,358 Year 2- \$245,998 Year 3- \$139,713 Year 4- \$441,981 Year 5- \$423,483</small>	\$93,755
Mandated State Benefit Increases <small>Retirement Increase from 19.7% to 20.3% Health Insurance from \$6,306 to \$6,313 Certified Salary Increase 3% Non-Certified Salary Increase 2%</small>	\$500,000 to \$530,000



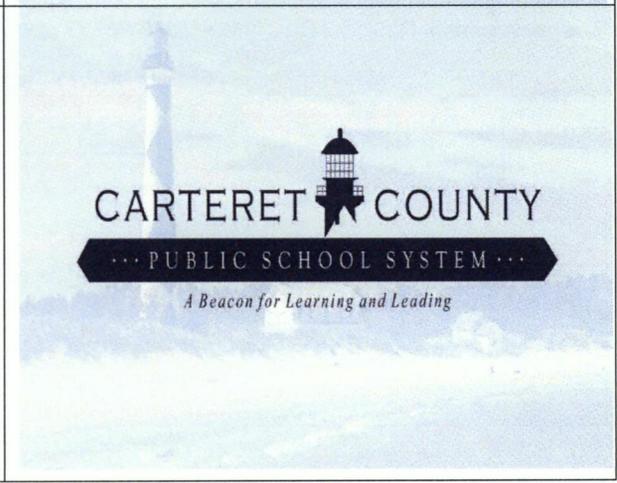
CARTERET COUNTY PUBLIC SCHOOL SYSTEM MENTAL HEALTH SERVICES

Trillium is providing support for two mental health professional agencies

- Two therapists through ACCESS Family Services
 - Total of 38 students currently being served
 - Schools served: Bridges, BCMS, BSES, CHS, MCPS, NES, NMS, WOES
- Two therapists through Integrated Family Services
 - Total of 41 students currently being served (17 currently in process)
 - Schools served: MCES, MCMS, WCHS, BES, BMS, ECHS, SES/DEMS

CARTERET COUNTY PUBLIC SCHOOL SYSTEM CAPITAL PROJECTS

Project	Cost	Status
Activity Bus	\$91,479.00	Complete
Playground Mulch at all elementary schools	\$32,000.00	Complete
Replace Defibrillator Pads at all sites	\$11,696.06	On Order
Red Button Alarm at all school sites	\$91,495.42	In Progress
Schools moving to Voice over IP phones	\$56,244.18	Complete
Water Heater at Croatan High School	\$6,444.50	In Progress
Installation of Heat Pump at Carteret Preschool Center	\$29,164.75	In Progress
Chiller Replacement at Bogue Sound Elementary	\$138,380.01	Complete
Security Fencing at Beaufort Middle School	\$4,960.00	In Progress
Water Heater at Broad Creek High School	\$4,556.09	In Progress
Chiller Replacement atarkers Island Elementary	\$115,658.00	Complete
HVAC Equipment in the 600 Building at Newport Elementary	\$45,608.00	Complete
Lead Abatement at Newport Elementary	\$77,094.90	Complete
Condensing Units at West Carteret High School	\$161,300.00	In Progress
HVAC Equipment in the Gym at White Oak Elementary	\$82,500.00	Complete
Replace PreK Playground at Smyrna Elementary	\$21,821.84	Complete
Maintenance Vehicle	\$30,409.01	On Order
Painting at Carteret Preschool Center	\$48,300.00	Complete
Painting at West Carteret High School	\$441,240.00	In Progress
Flooring at Newport Middle School	\$110,140.11	Complete
Floor Replacement at West Carteret High School	\$75,467.90	Complete
Modular Lease Payment at Croatan High School	\$43,675.00	In Progress



Mr. Paylor responded to questions from Commissioners regarding retirement benefits to teachers who are hired currently. Mr. Paylor clarified that current hires will not be eligible for health benefits upon retirement, a directive that comes from State Legislation.

Commissioner Farrington inquired about the distribution of the Supplies and Materials line item monies within the School's budget; Ms. Kathy Carswell, the School's Finance Officer, explained that the money is distributed according to the school's Average Daily Membership ("ADM"). Commissioner Comer asked what it is supplemented for this expense at the local level; Ms. Carswell shared that we provide approximately \$300K.

Commissioner Comer asked about losing some teachers: was it the result of less ADM. Mr. Paylor shared that last year, with the drop of ADM, we lost \$300K and \$300K this year; we lost six or seven teaching positions as a result of that ADM drop. Ms. Carswell explained that there was a loss of three teachers in the first year, then three teachers in the second year, and a loss of 150 students after Hurricane Florence. Commissioner Farrington asked how many students they had gotten back; Ms. Carswell replied that they had probably gained back approximately 50 of those students.

Commissioner Wheatly asked Mr. Paylor why they were losing two special education teachers; Mr. Paylor stated that it was due to a decrease in Federal funding and Ms. Carswell elaborated that it was also due to a loss in their ADM numbers.

Mr. Paylor provided an update on the MaST Program; they started the year with 100 students and are at 92 now due to some going other places. Mr. Paylor stated the State is supposed to fund them with \$200,000 in the pending budget. Mr. Paylor shared that they have created a new application process that is going to emphasize more of the trades, with a goal of getting 75% trades and 25% other. Commissioner Wheatly asked if there was any penalty from any of the agencies for having less than 100 students in enrollment. Mr. Paylor stated there has to be 100 students in attendance in order for the principal to be funded. Mr. Paylor shared that they were waiting to hear from the State Finance Department on whether the ADM needed to be 100 on December 31st or at the end of the school year.

Mr. Paylor shared with Commissioners that due to good local funding, they have had good teacher/student ratios for years. Commissioner Comer stated that historically, Carteret County has been in the top ten or better in funding for ADM; are we still doing well. Ms. Carswell confirmed that we are still doing well, and shared that the last time she checked, we were twelfth.

Chairman Smith thanked Mr. Paylor for his presentation.

*****RECESS*****

UPDATE/CARTERET CARES/BOTVIN LIFESKILLS PROGRAM

Dr. Sue Kreuser provided an overview of the presentation shown below, highlighting changes and updates since her last review with Commissioners.

<p style="text-align: center;">Substance Abuse Prevention The Implementation of Botvin LifeSkills Training Dr. Sue Kreuser, Director of Student Support Services February 4, 2020</p> 	<p style="text-align: center;">Botvin LifeSkills Training Implementation</p> <ul style="list-style-type: none"> • Initial meeting with Commissioners was February 5, 2019 • Training for staff members took place in April, 2019 • Materials were purchased in July, 2019 • New teachers were trained in August, 2019 • LifeSkills Training lessons were implemented beginning September, 2019 • High School 9th grade lessons will be taught for second semester beginning in February, 2020 
<p style="text-align: center;">Moving Forward</p> <ul style="list-style-type: none"> • High School 9th grade lessons will be taught for second semester beginning in February, 2020 • The PRIDE surveys will be administered to eighth, tenth, and twelfth grade students in February-March, 2020 • Follow up with all teachers will take place at the end of the school year in preparation for year two of implementation 	<p style="text-align: center;">The Best Mental Health Programs...</p> <ul style="list-style-type: none"> • start with ALL students. • are most effective when all staff members are involved in delivering them at one level or another. • include a well-organized approach to teaching students how to stay mentally healthy and how to cope with problems before they begin to dominate their lives. <p style="text-align: right; font-size: small;">Kappari, January 2015</p> 
 	<p style="text-align: center;">Year One Feedback</p> <p><u>Jenny Bell, Bogue Sound Elementary School Principal:</u></p> <p>"The LifeSkills Program has been a great way to introduce decision-making skills for all of our students. In today's world when dealing with stress or high-anxiety situations, it is comforting in knowing that our teachers have a common language through materials and resources that provide a framework for students to reflect on their options and make the best choices."</p> 
<p style="text-align: center;">An Elementary Teacher's Perspective Wesley Pearson, Bogue Sound Elementary School</p>  	<p style="text-align: center;">Parent Involvement</p>  

A Middle School Perspective

Christy Propst, Assistant Principal Morehead City Middle School:

"Physical Education & Health teachers have embraced the role of educating students on total health and wellness. They have long been actively engaging students in physical health aspects, but now it is evident in the health classroom that students are becoming more in tune with what it means to be mentally and emotionally healthy. Students have been engaged in the classroom lessons. I have witnessed students defining self image and ways to increase self image through goal setting. The teachers have embraced the opportunity to 'coach' students on becoming the best version of themselves."



A Counselor's Perspective on the Parent Program

Stacey Brake, Beaufort Elementary Counselor:

"Using the Botvin LifeSkills Training program for parents has been a delightful opportunity to connect with our parents in a new, intimate way. Many of our meetings evolve into group counseling sessions. Parents share personal anecdotes about their children's struggles with anxiety, concerns about transitioning to middle school, and some of their own struggles as parents. These parent sessions have provided a safe space for parents to connect, support, and encourage each other. The feedback from parents who attend has been positive. Parents who have not yet attended one of our monthly sessions have shared with me that they are hearing great things about the program in the community and want to attend future sessions."



A High School Perspective

Beverly Jones, East Carteret High School Counselor:

"The LifeSkills program provides high school students with the opportunity to review social skills taught at an earlier age. Students are very engaged and enjoy learning about finances, communication skills, and time management. Investing in our youth is never a mistake. Thank you for your support of our students"



It Takes A Village...And We are Grateful!



Predicted Expenses for 2020-2021

- Training \$4,000
- Student Workbooks \$26,105
- Classroom Materials \$2,000
- Teacher Materials Grade 3 \$700
- Total Predicted 2020-2021 Expenses: \$32,805



Questions?



Dr. Kreuser anticipated the results of her student pride surveys. She shared that she recently learned that questions about vaping would be added to the survey; vaping appears to be the drug of choice, and it is very difficult to determine if someone is vaping. Commissioner Wheatly confirmed that initially, vaping was intended to reduce cigarette smoking, but has now become more of a problem than cigarettes.

Commissioner Cavanaugh asked about the results of the pride survey at other schools; when did they start to see a statistical decrease in reporting substance abuse. Dr. Kreuser responded that she is not aware of any other district that uses the pride survey. Craven County may, but she does not feel that Craven has implemented such a strong program as Botvin LifeSkills. Dr. Kreuser shared that she is told by DPI (Department of Public

Instruction), that we are the frontrunners in this; we are doing a lot of things really well; others are watching us.

Dr. Kreuser thanked the Commissioners for their support of the students. Dr. Kreuser discussed some budgetary adjustments for next year, sharing that she anticipates costs to be about the same as last year. Commissioner Comer asked if the workbooks were included in the budget. Commissioner Mansfield shared that the County funds that portion of the program separately.

Commissioner Wheatly commented that Dr. Kreuser had shared that vaping seems to be the number one drug of choice now, and asked what she thought the number two would be; Dr. Kreuser shared that she would guess it to be alcohol.

Commissioner Cavanaugh complimented the program and Dr. Kreuser; can't think of a better program to incorporate into the school system. He shared that he eagerly anticipates the results of the survey and the statistical analysis.

Commissioner Comer commented that this program came out of Carteret **Cares**, and the whole goal was to start young. He asked that school administrators remain aware of things around them that could improve the program and anything Commissioners could do to help, would be money well spent.

Commissioner Mansfield asked what would be the additional cost to add the parental piece in all of the schools. Dr. Kreuser shared that it would not be much, possibly around \$300 per school; it may also be that all the schools can use the same materials we are already invested in, but use it at different times.

Chairman Smith thanked the School Board and the administrative staff for coming out and sharing information.

FINANCIAL PRESENTATION

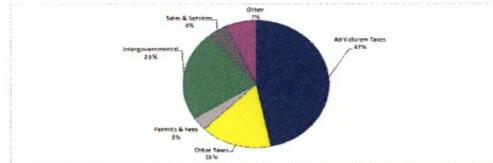
Ms. Dee Meshaw, Finance Director, shared that she will provide an overview of her presentation which provides information on the fiscal year that ended June 30, 2019, and provided highlights of her presentation.

<div data-bbox="609 1522 771 1669" data-label="Image"> </div> <p data-bbox="414 1638 592 1669">Financial Update</p> <p data-bbox="414 1690 592 1774">Presented to Carteret County Commissioners</p> <p data-bbox="446 1795 560 1816">February 4, 2020</p>	<p data-bbox="1031 1564 1242 1596" style="text-align: center;">Financial Update</p> <ul data-bbox="876 1638 1380 1711" style="list-style-type: none"> • Fiscal Year Ending June 30, 2019 (Audited) • Fiscal Year Ending June 30, 2020 Estimated (Unaudited) • Fiscal Year Ending June 30, 2021 Budget
---	--

General Fund FY19

- General Fund ended the fiscal year in a strong financial position.
- Some major revenue sources exceeded the budget as well as expenditures were less than the budget.
- Hurricane Florence had a significant impact on FY19 financial statements.

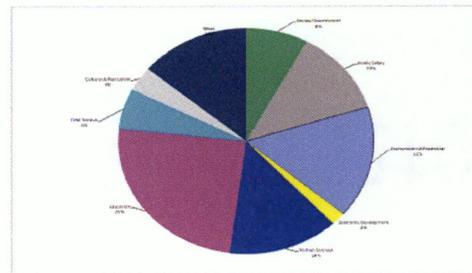
General Fund Revenue FY19



General Fund FY19 Revenue Budget to Actual Comparison

	Amended Budget FY19	Actual Revenue FY19	Variance with Budget
Ad Valorem	\$46.62 Million	\$47.22 Million	
Sales & Other Taxes	15.24 Million	16.04 Million	
Permits and Fees	3.41 Million	3.43 Million	
Intergovernmental	28.79 Million	23.28 Million	
Sales and Services	4.18 Million	4.24 Million	
Other Revenue	5.66 Million	6.88 Million	
Appropriated Fund Balance	19.35 Million	0.00 Million	
Total	\$123.25 Million	\$101.09 Million	\$(22.16) Million

General Fund Expenditures FY19



General Fund FY19 Expenditures Budget to Actual Comparison

	Amended Budget FY19	Actual FY19	Variance with Budget
General Government	\$9.78 Million	\$9.04 Million	
Public Safety	14.77 Million	14.11 Million	
Transportation	1.57 Million	1.54 Million	
Environmental Protection	18.67 Million	18.50 Million	
Economic & Physical Development	2.82 Million	2.10 Million	
Human Services	18.25 Million	16.11 Million	

General Fund FY19 Expenditures Budget to Actual Comparison

	Amended Budget FY19	Actual FY19	Variance with Budget
Education: Public Schools	\$25.46 Million	\$25.46 Million	
Education: Community College	3.42 Million	2.92 Million	
Cultural & Recreation	4.22 Million	4.02 Million	
Debt Service	6.79 Million	6.67 Million	
Non Departmental (Transfer to other funds and non department expenses)	17.50 Million	14.47 Million	
Total	\$123.25 Million	\$114.94 Million	\$8.31 Million

General Fund Summary FY19

	Amended Budget	Actual
Total Revenue and Other Sources	\$123.25 Million	\$101.09 Million
Total Expenditures and Other Uses	123.25 Million	114.94 Million
Revenues and Other Sources Over Expenditures and Other Uses		\$(13.85) Million

Hurricane Florence Reimbursement and Expenses

	Through 06/30/19
Expenses Submitted to FEMA and the State	\$15.58 Million
Amount Reimbursed to the County	9.31 Million
Amount Outstanding Due to the County	6.27 Million
Amount Approved by FEMA, but not remitted to County by the State	6.10 Million
Amount to be approved by FEMA	0.17 Million

Change in Fund Balance FY19

Decrease in Total Fund Balance	\$ (13.85) Million
Decrease in Total Fund Balance Analysis:	
Restricted Fund Balance: Net Restricted reserves spent (Occupancy Tax)	\$(6.58) Million
Assigned Fund Balance (Appropriated FY19 Budget decreased from adopted FY18 budgeted fund balance)	(0.02) Million
Unassigned Fund Balance	(7.25) Million
Total Decrease in Total Fund Balance 06/30/19	\$(13.85) Million
Unassigned Fund Balance Analysis:	
Unassigned Fund Balance 06/30/18	\$29.05 Million
Unassigned Fund Balance Decrease FY19	(7.25) Million
Ending Unassigned Fund Balance 06/30/19	\$21.80 Million
Unassigned Fund Balance as Percentage of GF Expenditures	22.18%

General Fund Balance: IF ALL Hurricane Florence Reimbursements Had Been Received by 06/30/19

Decrease in Total Fund Balance	\$(7.57) Million
Decrease in Total Fund Balance Analysis:	
Restricted Fund Balance: Net Restricted reserves spent	\$(6.70) Million
Assigned Fund Balance (Appropriated FY19 Budget decreased from adopted FY18 budgeted fund balance)	(0.02) Million
Unassigned Fund Balance	(0.85) Million
Total Decrease in Fund Balance 06/30/19	\$(7.57) Million
Unassigned Fund Balance Analysis:	
Unassigned Fund Balance 06/30/18	\$29.05 Million
Unassigned Fund Balance Decrease FY19	(0.85) Million
Ending Unassigned Fund Balance 06/30/19 if Hurricane Florence Reimbursements Received	\$28.20 Million
Unassigned Fund Balance as a Percentage of GF Expenditures if Reimbursements were Received	28.68%

General Fund FY20 Revenue Budget to Estimated Comparison

	Amended Budget FY20 01/31/20	Estimated Revenue 06/30/20	Variance with Budget
Ad Valorem Taxes	\$47.73 Million	\$47.69 Million	
Sales & Other Taxes	16.55 Million	17.45 Million	
Permits and Fees	3.33 Million	3.47 Million	
Intergovernmental	13.31 Million	16.24 Million	
Sales and Services	4.12 Million	4.22 Million	
Other Revenue	5.28 Million	5.27 Million	
Appropriated Fund Balance	6.73 Million	0.00 Million	
Total	\$97.05 Million	\$94.34 Million	(\$2.71) Million

General Fund FY20 Expenditures Budget to Estimated Comparison

	Amended Budget FY20 01/31/20	Estimated Expenditures 06/30/20	Variance with Budget
General Government	\$9.01 Million	\$8.56 Million	
Public Safety	14.99 Million	14.71 Million	
Transportation	1.45 Million	1.42 Million	
Environmental Protection	4.28 Million	4.43 Million	
Economic & Physical Development	2.42 Million	2.40 Million	
Human Services	18.64 Million	16.57 Million	

General Fund FY20 Expenditures Budget to Estimated Comparison

	Amended Budget FY20 01/31/20	Estimated Expenditures 06/30/20	Variance with Budget
Education: Public Schools	\$26.51 Million	\$26.63 Million	
Education: Community College	3.94 Million	3.94 Million	
Cultural & Recreation	3.81 Million	3.68 Million	
Debt Service	5.77 Million	5.65 Million	
Non Departmental (Transfer to other funds and non department expenses)	6.23 Million	6.25 Million	
Total	\$97.05 Million	\$94.24 Million	\$2.81 Million

General Fund Summary FY20

	Amended Budget	Estimated
Total Revenue and Other Sources	\$97.05 Million	\$94.34 Million
Total Expenditures and Other Uses	97.05 Million	94.24 Million
Revenues and Other Sources Over Expenditures and Other Uses		\$0.10 Million

Carteret County Unassigned Fund Balance

	FY 2019 Audited	FY 2020 (Estimated)
Unassigned Fund Balance, Beginning Balance 7/1	\$29.05 Million	\$21.80 Million
Unassigned FB Increase (Decrease) in FY	(7.25) Million	0.10 Million
Ending Unassigned Fund Balance 06/30	\$21.80 Million	\$21.90 Million
Unassigned FB as Percentage of General Fund Expenditures	22.18%	25.76%
If Receive Outstanding Hurricane Florence Reimbursement Revenue		3.59 Million
If Receive Up Fronted Hurricane Dorian Reimbursement Revenue		.26 Million
Revised Estimated Ending Fund Balance June 30		\$25.75 Million
Unassigned FB as Percentage of General Fund Expenditures		30.29%

Hurricane Florence Reimbursement and Expenses

	Year Ending 06/30/19	07/01/19 - 01/31/20
Expenses Submitted to FEMA and the State	\$15.58 Million	
Amount Reimbursed to the County	9.31 Million	\$2.68 Million
Amount Outstanding Due to the County	6.27 Million	3.59 Million
Amount Approved by FEMA, but not remitted to County by the State	6.10 Million	3.46 Million
Amount to be approved by FEMA	.17 Million	.13 Million

<h3 style="text-align: center;">County Budget FY21</h3> <ul style="list-style-type: none"> • Developing budget priorities • Revenues <ul style="list-style-type: none"> • Ad Valorem Taxes <ul style="list-style-type: none"> • Based on Tax Department Net Assessed Values estimate • 1 cent = \$1.6 million • Sales tax has strong growth. But too early to project for upcoming budget • Permits and fees have modest growth, and tracking with trends of ~1% • Maintain a strong, healthy fund balance • Expenditures: <ul style="list-style-type: none"> • Departments are preparing budget request • Capital and large maintenance items are currently being compiled by General Services 	<h3 style="text-align: center;">General Fund Balance</h3> <p style="text-align: center;">Total Fund Balance and Unassigned Fund Balance</p> <table border="1"> <caption>Total Fund Balance and Unassigned Fund Balance (in Millions)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Total Fund Balance</th> <th>Unassigned Fund Balance</th> </tr> </thead> <tbody> <tr><td>2011</td><td>45</td><td>25</td></tr> <tr><td>2012</td><td>48</td><td>28</td></tr> <tr><td>2013</td><td>45</td><td>35</td></tr> <tr><td>2014</td><td>52</td><td>32</td></tr> <tr><td>2015</td><td>55</td><td>32</td></tr> <tr><td>2016</td><td>55</td><td>30</td></tr> <tr><td>2017</td><td>60</td><td>30</td></tr> <tr><td>2018</td><td>65</td><td>30</td></tr> <tr><td>2019</td><td>50</td><td>25</td></tr> <tr><td>2020</td><td>50</td><td>25</td></tr> </tbody> </table>	Fiscal Year	Total Fund Balance	Unassigned Fund Balance	2011	45	25	2012	48	28	2013	45	35	2014	52	32	2015	55	32	2016	55	30	2017	60	30	2018	65	30	2019	50	25	2020	50	25
Fiscal Year	Total Fund Balance	Unassigned Fund Balance																																
2011	45	25																																
2012	48	28																																
2013	45	35																																
2014	52	32																																
2015	55	32																																
2016	55	30																																
2017	60	30																																
2018	65	30																																
2019	50	25																																
2020	50	25																																
<h3 style="text-align: center;">Potential Capital Projects and Major Initiatives Over Multiple Years</h3> <ul style="list-style-type: none"> • The expense, uncertainty, and timing of projects makes planning and budgeting challenging • Cash flow and funding source management is challenging <ul style="list-style-type: none"> • Former Library Building Renovation for Administrative Offices • Detention Center Expansion • School Capital Improvements Bond Project • Airport EDA grant match if funded • Waterway Maintenance Dredging (State & Local match) • Water Access Property (Grant Reimbursed) • Phase II Beach Nourishment (Federal, State, and Restricted Funds) • Emergency Operations Center • Significant routine facility maintenance / improvements 																																		

Ms. Meshaw called attention to the Environmental Protection budget and explained that there was a significant change in this budgeted line item due to hurricane debris. Commissioner Comer asked about the hold up on State monies release for Hurricane Florence reimbursement. Ms. Meshaw shared that she did not know if it was inefficiencies or cash flow management.

Commissioner Comer inquired about Human Services, if you don't spend the money, you don't get the money; did they not spend that money because no one qualified for that money? Ms. Meshaw stated that they are so heavily regulated, it depends on who qualifies; the State also has oversight. While the State does not fund much on Social Services, they get to make decisions on the various programs for the 100 Counties. Commissioner Comer asked if the reason we are leaving those monies on the table is the result of not having sufficient County staff. Ms. Meshaw shared that she will get with Ms. Cindy Holman, Consolidated Human Services Director, and share information with Commissioners.

Commissioner Mansfield referenced a letter to the editor in the paper this week; the estimated expenditure on public schools is going to be over a million dollars more than we spent last year. We are trying our best to get the money out there; there is some misinformation somewhere.

Commissioner Comer asked that Ms. Meshaw provide a review of the Debt set-off account.

Finance Strategic Plan – Ms. Meshaw

Ms. Meshaw provided a high-level overview of the Finance Department's Strategic Plan as shown below.

<p style="text-align: center;">Finance Department Strategic Plan</p>	<p style="text-align: center;">Mission Statement</p> <p>To deliver accurate and timely financial services to support customer needs and for sound decision making</p>
<p style="text-align: center;">Finance Focus over Next 5 Years</p> <ul style="list-style-type: none"> • Long term financial planning • Multiple year operations and capital financial planning • Success occurs when strategic planning is accomplished • Comply and implement accounting standards and governmental compliance • Assist and broaden departments understanding of accounting and NCGS requirements 	<p style="text-align: center;">Successes and Current / Long Term Challenges</p> <ul style="list-style-type: none"> • Long term capital and operational financial planning • Cash Flow Management • Short term and long term market and economic impacts • Fraud and Technology threats • Implementation and compliance of accounting standards and government regulation

GENERAL DISCUSSION/POSSIBLE SALES TAX REFERENDUM

County Manager Tommy Burns discussed Sales Tax and Article 46, the local option for a quarter-cent sales tax. In the last Legislative session, House Bill 667 was introduced that would allow Counties to spell out specifically on the ballot question what the funds are going to be designated for. That Bill passed in the House and failed in the Senate. Commissioner Comer asked if it failed or was it held in Committee. Mr. Burns clarified that they called it Serial Deferral, but basically the same thing.

Mr. Burns shared that there was some substitute language that was inserted into House Bill 681 and that Bill did not pass either. The options are to put the same generic ballot question on the ballot that we have in years past- quarter-cent local option sales tax, for or against; that is all you can say. Mr. Burns stated that the question is whether the County puts another option on the ballot and if so, how do we market to the public on how those funds are going to be used. We can't advocate for the Sales Tax Referendum – we can only say if it passes, these are some of the ways in which we may use those funds. Mr. Burns shared that in another County he worked in, it took five times for it to pass, and it passed that time because they had gotten civic groups and parents and so forth involved.

Commissioner Comer stated that the last time we attempted this, we were estimating about \$2.4 or \$2.5 million dollars per quarter cent sales tax – have you got a number on what a quarter-cent would be today? Mr. Burns replied that he thought it would be about \$3.6 or \$3.7 million, based on projections from the sales tax over the last couple of years.

Commissioner Comer wanted to share his perspective. He explained that the idea of the previous quarter-cent sales tax, was to put that money aside for waterways management. Commissioner Comer shared that the County has been managing it out of the General Fund and have been able to match through the State 2:1. Commissioner Comer shared that these are worthwhile projects to maintain. Commissioner Comer shared that we have tried it twice, and he thinks on the second time, we lost 54 to 46 or something similar in getting the referendum passed. Commissioner Comer shared that by Statute, we cannot specifically state how the money will be used. Commissioner Comer shared that with the possibility of raising \$3.6 million, a proposal he has thought of is to tie a school-share and a waterway-share into this quarter-cent. If we had a 50/50 share on the quarter-cent; meaning the first year, if we raise \$3.6 million; \$1.8 million would go into waterway management and \$1.8 million would go into the schools. He does not feel that the money should be things that could fluctuate, but does not lock you in – such as facilities, capital improvements. At the same time, \$1.8 million on the waterway side, he would suggest putting a cap on that because he thinks that number could get to a point that it does not make sense to keep sitting there. Commissioner Comer stated that he is talking off the cuff, but maybe cap it at \$8 million; at \$3.6 million in five years, it would be about touching on the cap. As soon as you hit that cap, basically all that money will be sliding over to the school side. If we had some big geological event or weather event that causes problems in the waterways, we could take a couple of years and build the fund back up and then slide back over to the schools. Commissioner Comer shared that by getting the schools involved, they can advocate where we cannot. Long story short, by raising that kind of money another benefit would be there was a study done years ago, more than 50% of that quarter-cent came from people out of County; they are coming down here using our waterways and all the resources in the County. They would share in that expense; essentially the people in the County would only be coming up with about 50% or less of that quarter-cent sales tax. Commissioner Comer stated some of the public trust waterways or right-of-ways have a lot of private creeks that could also use some help. Commissioner Comer stated that he would like to see it go back to a vote in the fall. County Manager Tommy Burns shared that if Commissioners did that, you could put that allocation language within the body of the Resolution.

Commissioner Robinson added that the needs will not be going away; any amount of money we can get would be helpful. Commissioner Robinson shared that we are relying now on State and Federal funding, and we have no guarantee that the funding will stay there; the demand will be more and more on the local level. Commissioner Robinson agreed that it is something that we should look into.

Commissioner Wheatly agreed with the need to maintain our waterways, and reiterated that with the sales tax referendum, everybody that visits the County pays it. He stated that he also thought a potential cap would make sense.

Commissioner Farrington stated that he agrees and stated that the school costs are not going away; with the upcoming Legislative mandates, he does not see those costs going away. He discussed the increasing costs of sending a child to school here due to factors beyond their control. Commissioner Farrington shared that everybody he has talked to is thrilled about the work done on behalf of the County's waterways.

Commissioner Cavanaugh commented that you would have more widespread support of the sales tax increase if you included the schools on the receiving end of the revenues.

Commissioner Comer asked that the County Manager develop an official timeline; he stated that he would like to involve the schools before the Commissioners come to an official consensus.

*****RECESS*****

DEPARTMENTAL STRATEGIC PLANS

County Manager Tommy Burns described the process of creating the Strategic Plans and noted that it encourages Department Heads to plan for the future. He mentioned that it should also provide some insight into the budgeting process for each department. Mr. Burns stated that some of the departmental Strategic Plan presentations will be during upcoming Board Meetings; they will not all be presented today.

Consolidated Human Services – Cindy Holman

Ms. Holman thanked Commissioners for the opportunity; her department has placed a lot of emphasis on their strategic plan and have been keeping the plan updated.

Ms. Holman shared information as shown within the plan and reviewed the total number of employees within the Consolidated Human Services Department. Ms. Holman shared that the plan forecasts what will happen, but so much depends on Legislation and policies and procedures that are sent down from the State.

Ms. Holman shared that their biggest concern at this point is turnover and provided an overview of the turnover within Consolidated Human Services.

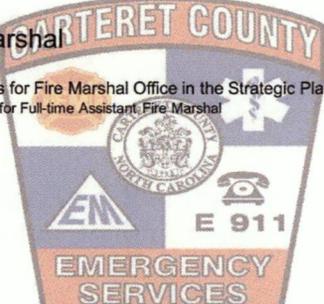
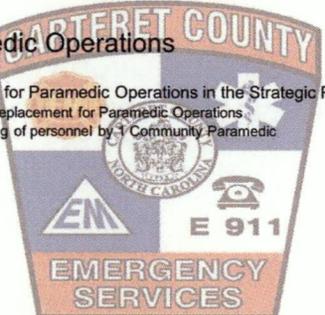
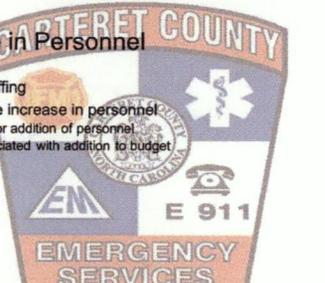
Ms. Holman answered questions from the Commissioners regarding applying for more grant money, and described some future projects for which she foresees needing funding. Ms. Holman shared that she would like to see more positions within her department. Commissioner Comer asked if Ms. Holman could bring more money to the County if she had more steady help. She said she believed that we could. Commissioner Mansfield asked how many vacant positions they had at DSS; Ms. Holman believed it was around

a total of ten. Commissioner Wheatly complimented Ms. Holman on the job she does for the County.

Emergency Services – Stephen Rea

Mr. Rea described the four different divisions within his department and discussed the projected needs for each of these divisions as shown in the presentation below.

 <p>Carteret County Emergency Services Strategic Plan</p>	<p>Overview</p> <ul style="list-style-type: none"> • 911 Communications Center • Emergency Management • Fire Marshal's Office • Paramedic Operations
<p>911 Communications Center</p> <ul style="list-style-type: none"> • Top needs for 911 Communications Center in the Strategic Plan are <ul style="list-style-type: none"> • Increasing of personnel by 4 telecommunicators • New radio system for entire county 	<p>Increase in Personnel</p> <ul style="list-style-type: none"> • Current Staffing and Capacity • Need for the increase in personnel from 7 full-time per shift to 8 full-time per shift. <ul style="list-style-type: none"> • Need to have this year • Cost associated with addition to budget
<p>New Radio System</p> <ul style="list-style-type: none"> • Current System • Need for System <ul style="list-style-type: none"> • Justification of system • Consideration of systems • Timeline for system • Estimated Cost for System 	<p>Emergency Management</p> <ul style="list-style-type: none"> • Top needs for Emergency Management in the Strategic Plan are <ul style="list-style-type: none"> • Increasing of personnel by 2 EM staff • New Emergency Services Building to include EOC and 911 Center
<p>Increase in Personnel</p> <ul style="list-style-type: none"> • Current Staffing • Need for the increase in personnel <ul style="list-style-type: none"> • Need to have this year • Cost associated with addition to budget 	<p>Emergency Services Building</p> <ul style="list-style-type: none"> • Current Emergency Services • Need for Building <ul style="list-style-type: none"> • Timeline for Building • Estimated Cost for Building

<p>Fire Marshal</p> <ul style="list-style-type: none"> • Top needs for Fire Marshal Office in the Strategic Plan are <ul style="list-style-type: none"> • Vehicle for Full-time Assistant Fire Marshal 	<p>Vehicle</p> <ul style="list-style-type: none"> • Fire Marshal Inspection/Investigation Data • Equipment necessary for inspection/investigation • Extra duties during EOC activation <ul style="list-style-type: none"> • Need to have this year • Cost associated with addition to budget 
	<p>Paramedic Operations</p> <ul style="list-style-type: none"> • Top needs for Paramedic Operations in the Strategic Plan are <ul style="list-style-type: none"> • Vehicle replacement for Paramedic Operations • Increasing of personnel by 1 Community Paramedic 
<p>Vehicle</p> <ul style="list-style-type: none"> • Current Vehicle • Need for replacement <ul style="list-style-type: none"> • Need to have this year • Cost associated with addition to budget 	<p>Increase in Personnel</p> <ul style="list-style-type: none"> • Current Staffing • Need for the increase in personnel <ul style="list-style-type: none"> • Timeline for addition of personnel • Cost associated with addition to budget 
	

Mr. Rea discussed a few of the logistical challenges during hurricane response as it related to the facility. He discussed the limited space for the EOC staff and the challenges of sharing office space with a municipal police department. Mr. Rea shared that during the last two activations for hurricanes, the ceiling leaked and telecommunicators were covering their workstations with trash bags. During Hurricane Dorian, the air conditioner went out in the telecommunications center causing the temperature to stay above 80 degrees. The wind during Florence was so strong it caused issues for viewing screens around the room. Mr. Rea discussed the need for additional office space at the Emergency Services office in the Health Department building.

Commissioners did not have any questions.

Human Resources – Jaime Long

Ms. Jaime Long provided an overview of the Human Resources Strategic Plan, and shared information shown in the presentation below:

Human Resources
2020-2024 Strategic Plan

HR Focus for Next 5 Years

- Deploy Innovative Recruitment and Retention Strategies
- Procure Competitive Health Care Coverage
- Drive HR Excellence through Education, Technology and Compliance
- Invest in Employee Development
- Enhance the Employee Experience
- Revamp Employee Safety Program

Completed Projects

- Strengthened Longevity
- Employee Appreciation week
- Employee Managed Health Plan
- Employee Wellness Incentive
- Streamlined Recruiting Process
- Expand Marketing of Job Opportunities
- Reduced Cost for Background Screenings
- Updated Policies

Challenges

Current FY21	Future
• Low Unemployment Rate (National and Local)	• Increased Competition for Specialized Jobs
• Competitive Job Market	• Leadership Changes
• Increased Employee Turnover	• Revised State or Federal Laws
• Health Care Cost	• Changes to Health Care
• Compensation	• Unclear Career Path

Plan for FY 2021

Goals	Impact
• Recommend Competitive Compensation Plan	Retain skilled staff and losses to competitors.
• Update Job Classifications	Descriptions are up to date for recruitment and succession planning.
• Enhance Employee Recognition	Increased employment engagement and value in the County.
• Expand Professional Development Opportunities	Educated and trained employees for career growth.

THANK YOU!

Ms. Long shared that the Human Resources Department is fully staffed; programs and initiatives are in place to decrease turnover. The recruiting process has been shortened and streamlined and the department is reaching out further than Carteret County to recruit

candidates. Employees everywhere, not just in Carteret County, are moving on faster and not staying in positions so it's important to stay competitive. Ms. Long shared in calendar year 2019, there was a 24% turnover. Commissioner Comer asked if this was a normal number. She stated that she would get back to the Commissioners about what turnover numbers were like elsewhere.

She shared that the department is working with Administrative staff to make competitive compensation plans and making sure they were in line with surrounding municipalities and Counties because they are losing staff to these agencies. Ms. Long described implementing a process to update job classifications annually, and to continue with employee recognition programs and professional development opportunities.

Chairman Smith inquired about exit interview data and expressed a desire to see results, doesn't need to see names, just the reasons for departure; Ms. Long will send information to Commissioners. Chairman Smith asked about the feasibility of doing a two- or three-year hiring contract with employees; Ms. Long stated that she would not recommend it.

Tax Department – Sarah Davis

Ms. Davis shared information on the Tax Department's Strategic Plan.

Ms. Davis highlighted the process of filing for delinquent taxes and shared that the department recently received upwards of 13,000 calls in two days, shutting the system down. She was able to work with the IT Department to re-route the phone lines to be able to handle a larger volume of calls.

Ms. Davis shared that the Tax Department would like to use the next few years to modernize the department to better serve the public.

Commissioner Wheatly asked what interest rate was associated with the vouchers that were sent for making payments. Ms. Davis explained there was no interest for vouchers that went out from August to January, and explained the interest charged for past due taxes.

Commissioner Cavanaugh asked about the age of the software they were using. Ms. Davis replied that it was implemented in 1999, and she is currently testing software and plans to have a recommendation in her upcoming budget.

Economic Development – Don Kirkman

Mr. Kirkman shared information shown within his five-year Strategic Plan for the Economic Development Department and highlighted information shown within his Executive Summary below.

Mr. Kirkman expressed that labor retention was a consistent challenge for employers and highlighted that they will continue to focus on attracting full-time residents, emphasize the

strength of our public schools, as well as raise awareness of Carteret County as a retirement County. Mr. Kirkman shared information regarding the partnership with WRAL Digital Solutions and shared some results of the program.

Mr. Kirkman shared that he is spending a lot of time preparing for I-42 (the transformation of Highway 70 to Interstate 42); it will unquestionably drive a lot of economic activity in Carteret County. Mr. Kirkman shared that it does not come without challenges like increased traffic congestion.

Mr. Kirkman provided information on the use of the Economic Development funds and suggested that we look at how to strengthen that fund to provide for continued County support and/or incentives.

Commissioner Cavanaugh asked about wage stagnation; asked if that figure has moved in the past year. Mr. Kirkman replied that it has, employers are having to raise wages and consider employees with varied backgrounds that they may not have considered in the past.

Commissioner Comer stated that they would like to continue on for several years with the WRAL campaign segments. He also mentioned that he would like Mr. Kirkman to reach out to the TDA to see if they can assist with funding.

Commissioner Wheatly asked about the timeline for I-42. Mr. Kirkman stated that they have already seen some effects from the Goldsboro bypass, and will continue to see effects with each segment that is completed. Improvements to I-17 will also bring more people to our area.

Economic Development Department 2020-2025 Strategic Plan Executive Summary

The Economic Development Department ("Department") supports the Board of Commissioners mission ("to enhance the future health, safety and quality of life in the County by ensuring the delivery of superior service to all residents through courteous customer service, provided in a *cost-effective* and compassionate manner"). The Department provides this support by: (i) expanding the County's tax base and growing tax revenues by generating additional capital investment; (ii) helping make the County more attractive to permanent residents, new investors, existing and new businesses, entrepreneurs, second home owners and visitors by effectively marketing the Crystal Coast as an attractive place to live, work and vacation and by supporting expanded infrastructure, workforce training, and quality of life enhancements; and (iii) working to decrease the demands on County-provided social services by incrementally increasing jobs, wages and income-producing opportunities for Carteret County citizens. The County's appropriation to the Department is an *investment* in economic growth—not an expense.

Over the next 5 years, the Department will prioritize 6 programmatic objectives in support of this goal:

1. **Leveraging Allies and Resources.** Department staff will work collaboratively with local, regional and state partners to support and grow the Carteret County economy.
2. **Existing Business Retention and Expansion.** Department staff will continue to call on and assist existing businesses. Workforce is consistently the number one challenge faced by existing businesses, and the Department will expand its engagement with workforce development partners.
3. **Advocacy.** Federal and state regulations and policies often have significant impacts on the Carteret County economy, and Department staff will continue to be an advocate on public policy issues.
4. **"People Attraction" Marketing.** The county's tight labor market and lack of building and sites for large employers, has caused the Carteret County Economic Development Foundation ("Foundation") to fund a campaign to market the Crystal Coast as a destination for full-time residents through a new partnership with WRAL Digital Solutions. Department staff will continue to coordinate this effort.
5. **Business and Capital Investment Attraction.** The Department will continue to provide assistance to (i) representatives of companies seeking to locate in Carteret County, (ii) entrepreneurs interested in opening new Carteret County enterprises, and (iii) developers/investors seeking information about capital investment opportunities in the county.
6. **Infrastructure Enhancements.** Power, water, sewer, gas, roads and broadband are all essential to economic growth. Department staff will continue to support county infrastructure expansion, and staff will continue to actively promote I-42 and work with local governments to prepare for its anticipated impacts, including staffing the Carteret County Transportation Committee and MSEP.

The Strategic Plan contains a SWOT analysis that specifically targets the new "people attraction" strategy. Key strengths are the county's quality of life and natural resources, best-in-state public schools, excellent healthcare system, and low (state's lowest) property taxes.

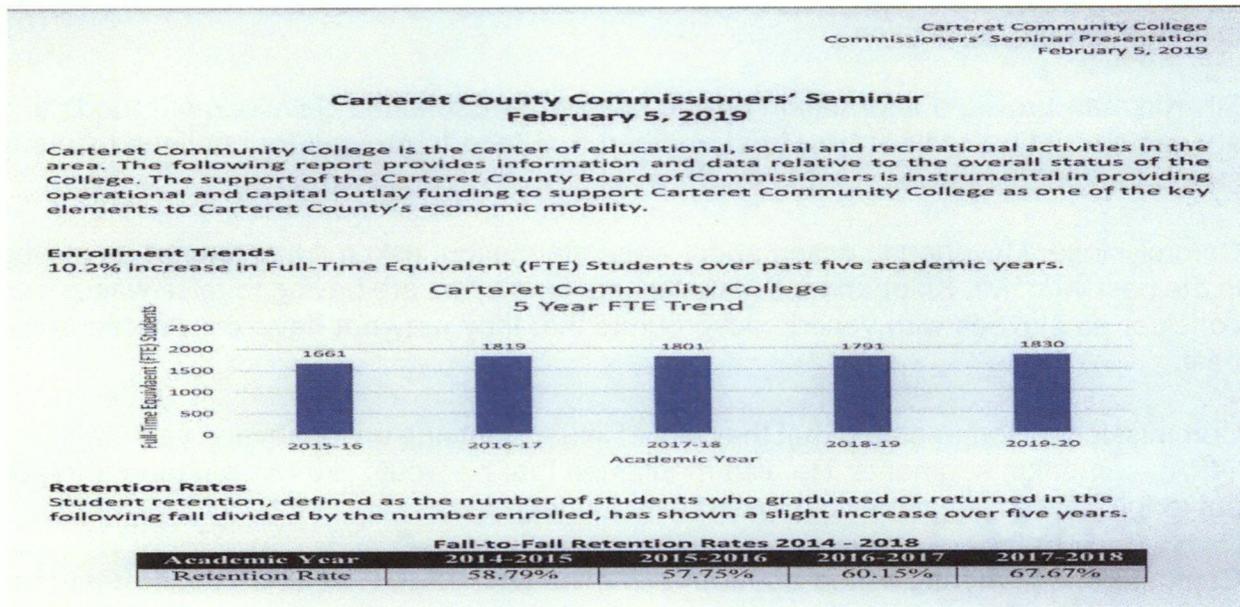
The addition of Michele Query as Administrative Officer has provided new opportunities and capabilities for the Department and the Foundation. Query's marketing expertise, particularly in digital and social media, has been invaluable to help promote Carteret County and the Crystal Coast as a residential destination, and she is undertaking training to develop skills that will enable her to assume additional Departmental responsibilities.

The Board of Commissioners should consider allocating additional funds to the Economic Development Reserve fund, which will likely be substantially depleted during the 2021 fiscal year.

RECESS

UPDATE/COMMUNITY COLLEGE

Dr. John Hauser provided an update on Carteret Community College as shown in his presentation below.



Carteret Community College
Commissioners' Seminar Presentation
February 5, 2019

Health Science Pass Rates
Pass rates for 1st time test takers for state and national exams leading to certifications.

**Health Sciences
Credentialing Exam First-Time Passing Rates**

Program	2017	2018	2019
Cosmetology	100%	100%	100%
EMS	75%	50%	67%
Esthetics Technology	100%	80%	100%
Human Services	50%	80%	33%
Medical Assisting	89%	71%	71%
Nail Technology	N/A	100%	83%
Nursing	94%	94%	90%
Radiography	93%	100%	100%
Respiratory Therapy	90%	85%	100%
Therapeutic Massage	100%	100%	100%

Workforce Development Licensure and Certifications
Pass rates for 1st time test takers for state and national workforce development certifications.

Auto Safety Inspection Certification	61
Auto On-Board Diagnostics Inspection Certification	60
Auto Repair, Braking Systems, Steering And Suspension	20
Commercial Driver Licensing	11
Detention Officer	7
Electrical Contractors Continuing Education	24
Emergency Medical Technician Basic	14
Emergency Medical Technician Continuing Education	1147*
Firefighter I, II, Hazmat Certification	18
Firefighter I, II (Individual Courses)	709*
Forklift Operator Certification	24
Law Enforcement Continuing Education	1111*
Marine Captain's Pre-licensing	108
Nurse Aide I	86
Nurse Aide II	32
Pharmacy Technician	23
Phlebotomy	11
ServSafe	14
Wastewater Treatment Plant Operator I, II	10
Welding Certification	30

*Represents duplicate enrollment in these areas only

Master Facilities Plan
Oakley Collier Architects
\$48,750 Supported by Carteret County Capital Outlay Budget

Facilities Master Plan finalized and will be present to Board of Trustees in late February. Project included long range (ten-year) needs to show the following items:

- Overall campus goals
- Overall campus growth projections
- Campus connectivity with community and regional partners
- New and expanded facilities for anticipated growth in program needs
- Recommendations for existing facility conditions upgrades, including deferred maintenance costs
- Recommended site circulation patterns (both vehicular & pedestrian), including primary and secondary entrances to campus
- Recommended enhancements / changes to campus wayfinding and arrival
- Recommended parking patterns (new and existing)
- Prepare construction cost estimates for associated work recommended in updated campus-wide Facilities Master Plan
- Prepare Priority Recommendations Summary in Executive Summary format, including project budget costs

Grant Sources and Supplemental Funding

Grantor	Purpose	Amount Requested	Pending	Awarded	Not Awarded
Lenovo Foundation	Computers	\$ 35,000	\$ -	\$ -	\$ 35,000
Golden Leaf Foundation	Shoreline Mitigation	\$ 395,749	\$ -	\$ 395,749	\$ -
National Fish and Wildlife Foundation	Shoreline Mitigation	\$ 817,457	\$ 817,457	\$ -	\$ -
FIRST Robotics Grant	Robotics Team	\$ 10,000	\$ -	\$ 10,000	\$ -
Cannon Foundation	Culinary Building	\$ 150,000	\$ -	\$ 150,000	\$ -
Aspen Institute	Welding Program	\$ 50,000	\$ 50,000	\$ -	\$ -
Aspen Institute	Nursing Program	\$ 50,000	\$ 50,000	\$ -	\$ -
Atlantic State Marine Fisheries Commission	Aquaculture Program	\$ 84,750	\$ 84,750	\$ -	\$ -
Beaufort women's Club Grant	Students trip to France	\$ 1,280	\$ -	\$ 1,280	\$ -
TOTALS		\$ 1,594,236	\$ 1,002,207	\$ 557,029	\$ 35,000

Current County Budget (2019 – 2020)

Operating Budget: \$2,615,000
Capital Budget: \$ 825,000

Proposed County Budget (2020 – 2021)

Operating Budget: \$2,728,608 Proposed increase: \$ 113,607
*Capital Budget: \$1,000,000 Proposed increase: \$ 175,000

*Capital Budget increase agreed upon in 2018 – 2019 budget meetings with County Manager and County Finance Director.

**Carteret Community College
County Budget Request
Summary**

Budget Item	2019 - 2020		2020 - 2021	
	Budget	Actual To Date	Budget Request	Percent Change
Salaries & Benefits	1,427,089	652,917	1,564,423	9.6%
Contracted Services	41,500	24,038	41,500	0.0%
Utilities	532,400	271,027	527,000	-1.0%
Service Agreements and Contracts	90,000	35,239	90,000	0.0%
General Institution and Administration	122,778	48,891	122,068	-0.6%
Insurance and Bonding	232,691	194,234	218,875	-5.9%
Supplies	62,500	21,131	55,500	-11.2%
Repairs	95,142	38,809	95,142	0.0%
Trustee Expenses	10,900	9,083	14,100	29.4%
Operating Budget Request	\$ 2,615,000	\$ 1,295,367	\$ 2,728,608	4.3%
Facilities Infrastructure	811,421	70,250	765,755	-5.6%
Equipment	13,579	22,013	234,245	1625.1%
Capital Budget Request	\$ 825,000	\$ 92,263	\$ 1,000,000	21.2%
TOTAL COUNTY BUDGET REQUEST	\$ 3,440,000	\$ 1,387,630	\$ 3,728,608	8.4%

Dr. Hauser responded to questions from Commissioners.

SHORE PROTECTION PLANNING, MONITORING AND PROJECTS UPDATE, REVIEW OF SHORE PROTECTION STRATEGIC PLAN

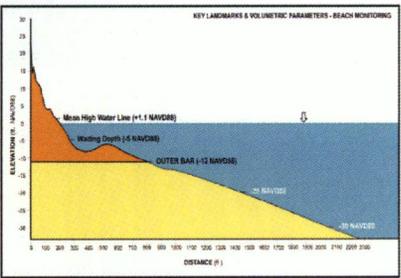
Mr. Gregory Rudolph provided an overview of his presentation shown below. Mr. Rudolph provided pre- and post-Florence images of several shorelines along Bogue Banks and discussed ongoing projects.

Mr. Rudolph discussed the after effects of Hurricane Dorian and provided details on State and Federal grant monies.

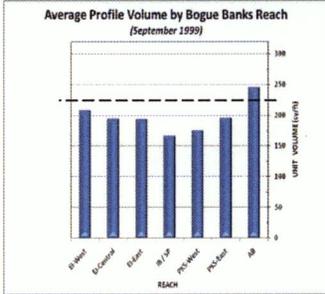




VOLUME vs. SHORELINE



VOLUME vs. SHORELINE



CUBIC YARD

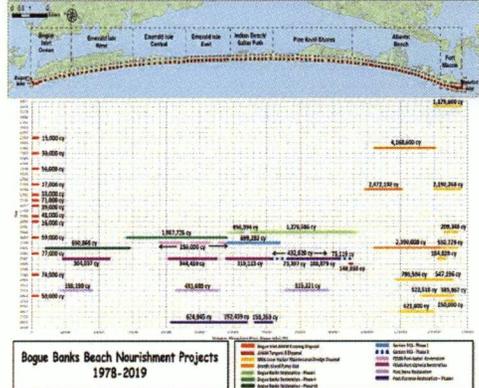
(3ft x 3ft x 3ft = 27 cubic ft)



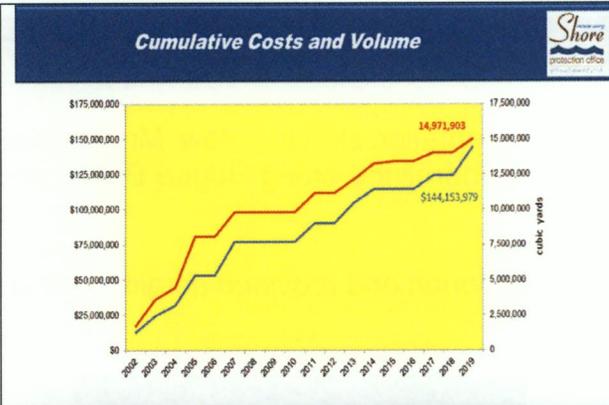
Beach Nourishment = millions of cubic yards (cy)

1,000,000 cy = 83,333 dump trucks!!!!

HISTORICAL PROJECTS

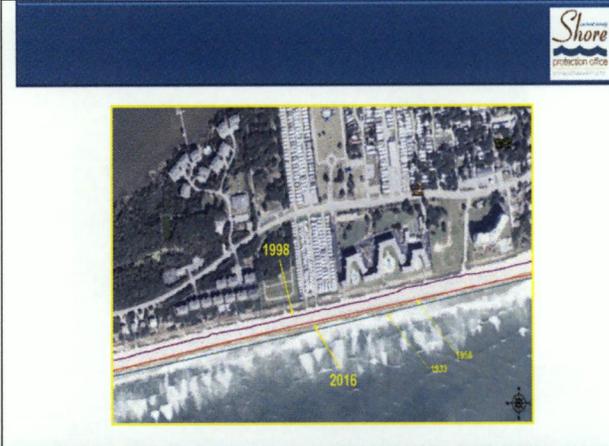


Year	Project Name	Volume (cy)
1978	Beach Nourishment - Outer	15,000
1980	Beach Nourishment - Outer	30,000
1982	Beach Nourishment - Outer	30,000
1984	Beach Nourishment - Outer	25,000
1986	Beach Nourishment - Outer	25,000
1988	Beach Nourishment - Outer	25,000
1990	Beach Nourishment - Outer	25,000
1992	Beach Nourishment - Outer	25,000
1994	Beach Nourishment - Outer	25,000
1996	Beach Nourishment - Outer	25,000
1998	Beach Nourishment - Outer	25,000
2000	Beach Nourishment - Outer	25,000
2002	Beach Nourishment - Outer	25,000
2004	Beach Nourishment - Outer	25,000
2006	Beach Nourishment - Outer	25,000
2008	Beach Nourishment - Outer	25,000
2010	Beach Nourishment - Outer	25,000
2012	Beach Nourishment - Outer	25,000
2014	Beach Nourishment - Outer	25,000
2016	Beach Nourishment - Outer	25,000
2018	Beach Nourishment - Outer	25,000
2019	Beach Nourishment - Outer	25,000



Cumulative Costs and Volume

Project	Local (\$)	State (\$)	Federal (\$)	Total (\$)	cubic yards
Phase I ('81-'02)	\$11,700,000	\$90,000	\$0	\$12,600,000	1,733,560
Phase II ('03)	\$11,800,000	\$0	\$0	\$11,800,000	1,867,728
Phase III ('95)	\$7,100,000	\$3,800,000	\$0	\$10,900,000	690,688
933 Phase I ('04)	\$400,000	\$1,200,000	\$3,800,000	\$5,400,000	696,282
Pump-Out ('04-'09)	\$0	\$1,000,000	\$9,600,000	\$10,600,000	2,820,729
933 Phase II ('07)	\$678,000	\$2,000,000	\$7,600,000	\$10,278,000	507,939
Harbor ('10-'11)	\$0	\$0	\$12,762,429	\$12,762,429	1,346,700
Harbor ('14)	\$0	\$0	\$9,415,774	\$9,415,774	1,107,565
Harbor ('15)	\$0	\$0	\$0	\$0	150,000
Harbor ('17)	\$0	\$0	\$9,435,825	\$9,435,825	621,000
Isabel ('04)	\$0	\$0	\$1,956,175	\$1,956,175	156,000
Ophelia ('07)	\$0	\$0	\$13,773,768	\$13,773,768	1,229,838
Irene ('13)	\$7,875,810	\$0	\$7,076,155	\$14,951,965	965,011
Florence Phase I ('18)	\$15,280,043	\$5,000,000	\$0	\$20,280,043	975,647
TOTALS	\$54,833,853	\$13,900,000	\$75,428,126	\$144,153,979	14,971,903
	% 38%	10%	52%	100%	

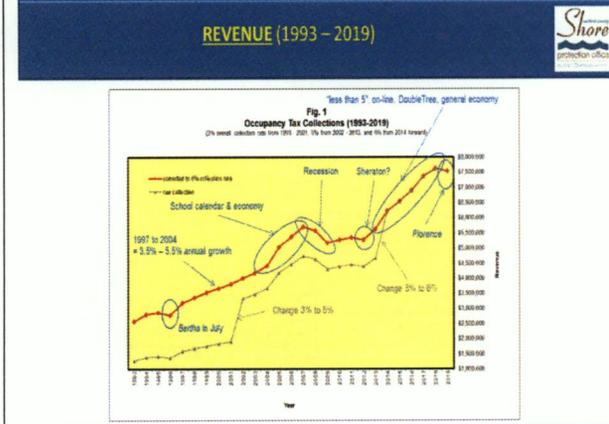
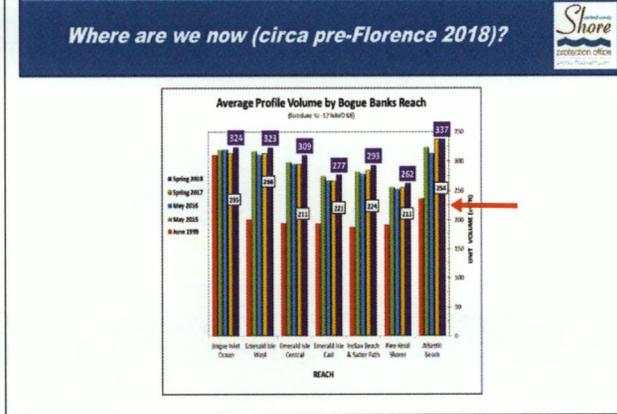


WHERE ARE WE NOW?

$$\text{INTEREST} \propto \frac{1}{\text{BEACH WIDTH}}$$

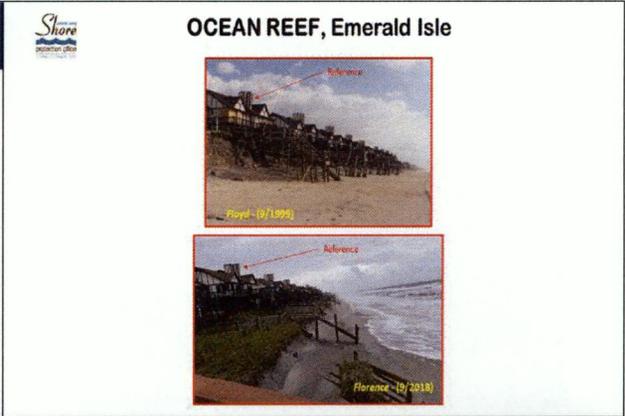
MASTER PLAN

- Reviewed transects and selected similar profiles. Grouped together based on dune/berms shape and height to determine reaches.
- Run models to provide protection for a 25-year storm event.
- Result = **different triggers but same level of protection** for each reach.



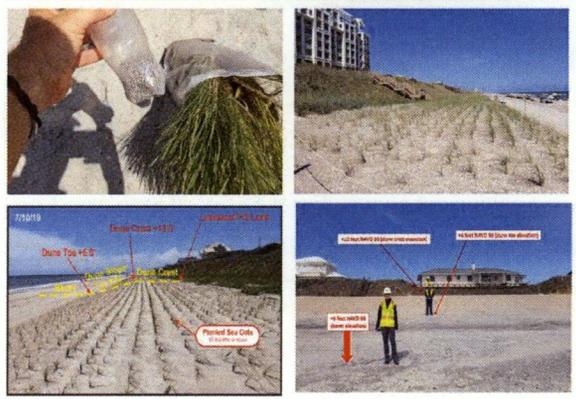
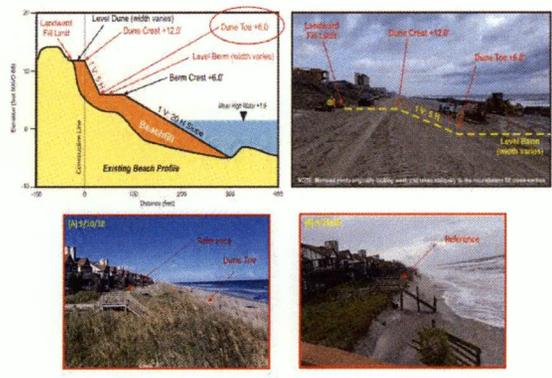
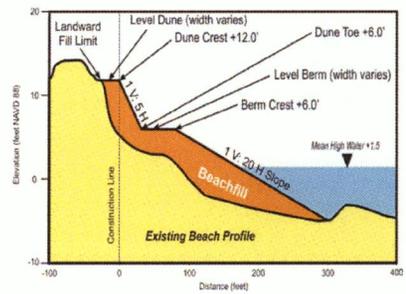
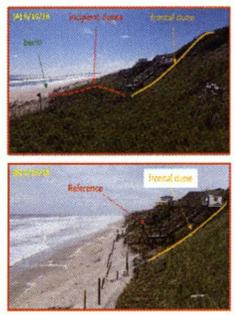
FY 2019-20

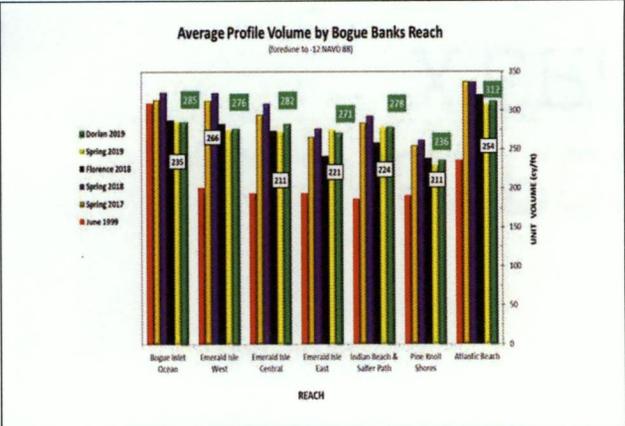
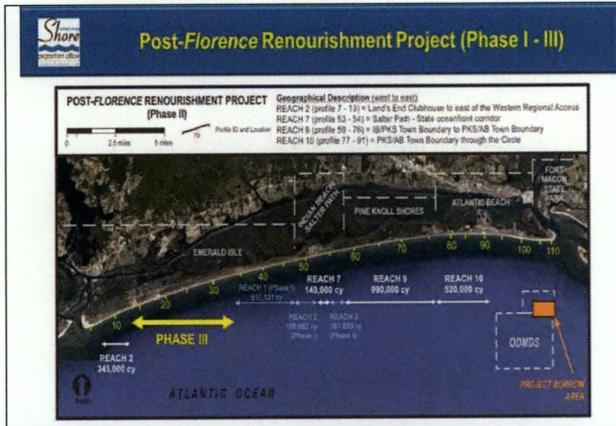
Municipality	Oceanfront rate (per \$100 valuation)	Non-oceanfront rate (per \$100 valuation)	Transfers from General Fund/Other	Estimated total revenue
Atlantic Beach	\$0.0000	\$0.0000	\$0	\$0
Pine Knoll Shores	\$0.0600	\$0.0160	\$99,500	\$395,000
Indian Beach	\$0.0300	\$0.0100	\$0	\$86,061
Salter Path (county)	\$0.0550	NA	\$0	\$4,907
Emerald Isle	\$0.0400	\$0.0000	\$400,000	\$681,559
Average or Total	\$0.04	\$0.01	\$499,500	\$1,167,527



TYPICAL RESPONSE, Point to the Circle

Post-Florence Renourishment Project - Phase I (2018-19)





Federal and State Funding (Post-Florence)

\$65,056,627 - FEMA Fixed Cost Funds
 \$20,342,632 - State Funding (\$15,342,632 + \$5,000,000*)
\$44,500,000 - U.S. Army Corps of Engineers
\$129,899,259 Total (\$114,324,259)

\$10,171,316 – compulsory for State (50%)
 \$15,575,000 – compulsory for U.S. Army Corps of Engineers (35%)

TOWN	VALUES	% OF COUNTY
ATLANTIC BEACH OCEAN FRONT	\$541,292,531	9.84%
ATLANTIC BEACH NON-OCEAN FRONT	\$154,173,889	6.35%
AB TOTAL	\$1,495,466,420	30.90%
PINE KNOLL SHORES OCEAN FRONT	\$397,026,590	2.90%
PINE KNOLL SHORES NON-OCEAN FRONT	\$488,277,034	3.54%
PKS TOTAL	\$884,303,624	6.44%
EMERALD ISLE OCEAN FRONT	\$687,304,196	5.01%
EMERALD ISLE NON-OCEAN FRONT	\$1,991,141,572	14.51%
EI TOTAL	\$2,678,445,768	19.52%
INDIAN BEACH OCEAN FRONT	\$236,221,273	1.71%
INDIAN BEACH NON-OCEAN FRONT	\$1,770,038,586	12.28%
IB TOTAL	\$406,259,859	2.98%
OCEAN FRONT TOTAL	\$1,862,744,590	13.57%
NON-OCEAN FRONT TOTAL	\$3,601,626,181	26.24%
BOGUE BANKS TOTAL	*\$5,464,370,771	39.81%
COUNTY TOTAL	\$13,724,781,568	

Source: Carteret Co. Tax Office, 5/1/19 *does not include unincorporated areas

BEACH TOURISM (2018) in millions

County	Payroll 2018	State & Local Taxes 2018	Domestic Tourism 2018	Payroll x 75%	State & Local x 75%	Domestic Tourism x 75%
CURRITUCK	\$43.1	\$25.3	\$243.81	\$33.84	\$18.96	\$182.86
DARE	\$263.4	\$109.9	\$1,187.4	\$191.73	\$82.46	\$895.54
HYDE	\$8.1	\$4.9	\$39.3	\$5.88	\$3.68	\$29.45
CARTERET	\$72.4	\$38.1	\$377.1	\$54.26	\$28.35	\$282.79
ONSLOW	\$49.3	\$22.5	\$248.2	\$36.98	\$16.85	\$188.89
PENDER	\$18.8	\$11.9	\$101.7	\$14.11	\$8.90	\$76.26
NEW HANOVER	\$148.1	\$54.3	\$612.9	\$111.86	\$40.70	\$459.49
BRUNSWICK	\$103.3	\$64.1	\$398.1	\$59.25	\$48.10	\$449.33
Total =	\$726.56	\$331.15	\$3,418.43	\$544.82	\$248.36	\$2,557.82

STATE ==> 1 Mecklenburg COASTAL ==> Currituck (23rd)
 2 Wake Dare (5th)
 3 Guilford Hyde (72nd)
 4 Buncombe Carteret (113th)
 5 Dare Onslow (22nd)
 6 Forsyth Pender (44th)
 7 Durham New Hanover (8th)
 8 New Hanover Brunswick (8th)
 9 Brunswick
 10 Cumberland

STATE TOURISM

Mr. Rudolph responded to questions from Commissioners.

STRATEGIC PLAN: Planning & Inspections – Gene Foxworth

Mr. Gene Foxworth provided Commissioners with an overview of his department's Strategic Plan. Mr. Foxworth shared how his office manages ordinances, the inspections process and the increase in numbers of inspections his office is performing. The past two hurricane seasons have contributed to that increase and he expects to continue to see the growth trend in the area.

Commissioner Comer asked if his software was helping to alleviate their workload. Mr. Foxworth confirmed that it was.

UPDATE/FACILITY PLANS – Gene Foxworth

Mr. Eugene Foxworth provided a presentation on Facility Plans as shown below, and discussed the various ongoing projects in County-maintained buildings.

Carteret County Government Proposed Projects For FY 20-21

In an effort to more efficiently plan for construction and space renovation the General Services Department has ventured to propose a list of project base on the needs of the County Departments. This list will grow and change as emerging needs become apparent. The list below is numbered for convenience not priority.

1. Replace Admin/Annex Windows

The General Services Department requests this project. The windows currently in place have been in the building since its original construction. With the last two hurricanes the multiple components of the windows themselves have failed causing damage to the sheetrock, carpet and other county contents.

- \$415,000

2. Update Admin/Annex 12 Public Restrooms

The General Services Department requests this project. The project will repair tile floors, walls, metal partitions and convert existing vanity fixtures to ADA compliant fixtures.

- \$95,000

3. New Records Storage Facility

The General Services Department requests this project. Construct a storage facility on county owned property to store documents and other materials from multiple departments. This is a rollover from last year. Continuing efforts to maximize habitable space.

- \$250,000

4. Repairs / Renovations at Various Parks

This project is requested by the Parks and Recreation Department. Fencing needs to be repaired and additions made at Swinson, Eastern and Western Parks due to age and use.

- \$85,000

5. Retrofit Health Department Roof

The Health Department requests this project. The Health Department roof has been repaired numerous times in multiple locations and is in need of a permanent repair due to the hurricanes and age. We would like to have the roof coated with a latex material that offers a 10 year warranty. This would be the most cost effective option at this time.

- \$185,000

6. Administration, Annex and Old Courthouse 2nd Floor Carpet Replacement

The General Services Department requests this project. The existing carpet is worn and does not provide good ascetics to the public and staff. This will be replaced with carpet squares as with the other portions of the Courthouse to allow for simple maintenance and repair.

- \$170,000

7. Replace TWO RTU HVAC Units at Health Department

The General Services Department requests this project. There are two HVAC roof top units that have met their useful life and need to be replaced.

- \$45,000

9. Repair Rear Exterior Metal Structure at Health Department

The Health Department requests this project. With concerns to safety, the steel overhang structure needs to be prepared, repaired, sealed and painted.

- \$15,000

10. Revamp Courthouse Landscaping

The General Services Department requests this project. Remove red brick around parameter of courthouse complex and islands. Replaced shrubbery with low maintenance vegetation. Replace sod for better ground cover.

- \$25,000

11. Repave Humane Society Parking Lot

The Humane Society requests this project. Due to age and disrepair they are requesting to funds to patch, repair and seal the current parking surface.

- \$35,000

12. Paint 1st Story Offices in Admin Building

The General Services Department requests this project. Due to age and heavy usage the wall surfaces need to be repainted for maintenance and aesthetics.

- \$27,000

13. Earl & Lillian Davis Park Improvements

The General Services Department requests this project. Requesting funds to repair the bulkheads, remove debris and backfill park area.

- \$7,500

Carteret County Detention Center Expansion
 Additional Staffing Comparison
 Summary Salary and Benefits
 10 Year Comparison

Year	Current Location		Scenario Stand Alone (Full)		Scenario Stand Alone (Partial)		Difference / Year 39 Positions vs. 20 Positions
	Number of New Positions	Salaries & Benefits	Number of New Positions	Salaries & Benefits	Number of New Positions	Salaries & Benefits	
1	39	1,994,058	28	1,394,602	20	996,145	997,913
2		2,058,532		1,440,151		1,028,679	1,029,853
3		2,126,264		1,488,024		1,062,874	1,063,390
4		2,197,475		1,538,379		1,098,842	1,098,633
5		2,272,405		1,591,389		1,136,706	1,135,699
6		2,351,312		1,647,239		1,176,599	1,174,713
7		2,434,474		1,706,127		1,218,662	1,215,812
8		2,522,190		1,768,269		1,263,049	1,259,141
9		2,614,783		1,833,895		1,309,925	1,304,858
10		2,712,599		1,903,254		1,359,467	1,353,132
Total		<u>23,284,094</u>		<u>16,311,329</u>		<u>11,650,949</u>	<u>11,633,144</u>
Current Location Compared to Full & Partial Scenarios				<u>6,972,765</u>		<u>11,633,144</u>	
Stand Alone Full Compared to Stand Alone Partial						<u>4,660,380</u>	

PROPOSED PROJECTS FOR FY 20/21

COMMISSIONERS RETREAT FEBRUARY 4, 2020

PROJECTS	ESITMATED TOTAL
Replace Admin/Annex Windows	\$415,000
Update Admin/Annex (12) Public Restrooms	\$95,000
Construct New Storage Facility	\$250,000
Park Renovations and Repairs	\$85,000
Retrofit Health Department Roof	\$185,000
Replace 2 nd Story Admin/Annex/Old Courthouse Carpet	\$170,000
Replace Two (2) RTU at the Health Department	\$45,000
Repair Rear Exterior Metal at the Health Department	\$15,000
Revamp Courthouse Landscaping & Stripe Parking Lot	\$25,000
Repave Humane Society Parking Lot	\$35,000
Paint 1 st Story Offices in Admin (ROD, I.T, Tax, Listings, GIS)	\$27,000
Repair Earl & Lillian Park Harkers Island	\$7,500
	\$1,354,500

ADJOURNMENT

Motion: Commissioner Farrington made a motion to adjourn; seconded by Commissioner Wheatly; **motion carried.**



Bill Smith, Chairman



Rachel Hammer, Clerk to the Board