

State of North Carolina

Minutes

County of Madison

The Madison County Board of Commissioners met in regular session on Tuesday, October 10, 2017 at 7:00 p.m. at A-B Tech, Madison Campus, Marshall, NC.

In attendance were Chairman Norris Gentry, Vice-Chairman Wayne Brigman, Commissioner Clayton Rice, Commissioner Bill Briggs, Commissioner Matt Wechtel, County Manager Forrest Gilliam, Attorney Donny Laws, Clerk Amanda Cutshaw and Deputy Clerk Brooke Smith.

The meeting was called to order by Chairman Gentry.

Agenda Item 1: Approval of the Agenda

Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to approve the agenda with the following changes:

Item 9: Add section 9d: Rent for use of Laurel Volunteer Fire Department.

Agenda Item 2: Approval of Minutes

Upon motion from Commissioner Wechtel, seconded by Vice-Chairman Brigman, the board voted unanimously to approve the minutes of September 12 and September 26, 2017 as presented.

Agenda Item 3: Public Comment

No names were present on the sign in sheet for public comment.

**Agenda Item 4: Forrest Gilliam, Madison County Manager -
Public Hearing: Economic Development Incentives for Project Super 2**

Chairman Gentry opened the public hearing, which County Manager Forrest Gilliam then conducted.

Project Summary:

Project Super 2 is a proposed county funded incentive project which will aid and encourage the expansion of current industrial manufacturing, distribution and storage locations in Madison County. The proposed incentive amount, not to exceed \$750,000, will be paid in installments over a ten year period. The incentives to be paid are contingent on capital investments made by the company, Advanced Superabrasives. Those investments include \$15.5 million in real estate improvements, \$2.5 million in real property investments and the creation of 44 full-time positions. The 44 full-time positions will be created over a three year period with an average salary of \$34,000 and at least 50% employer covered health insurance. The creation of 44 full-time positions will bring the total number of employees at Advanced Superabrasives to 80.

Advanced Superabrasives exports products to over 17 countries and has locations in Mars Hill, NC and China. These incentives will insure that the company will maintain its location in Mars Hill, while being heavily recruited by other counties and states.

The yearly installments would be paid to the company as a grant in the amount of a set percentage rate of the assessed property taxes paid to the county by the Advanced Superabrasives.

The project will be monitored by the county to insure that all contracted obligations are met by the company before installment payments are made. The company will also be required to pay all property taxes each year before the installment payments are made. If contractual obligations are not met or if the company were to relocate out of Madison County, tax incentive will adjust accordingly or company will be contractually obligated to return incentive amount.

Public Comment:

There were no names present on the sign-in sheet for public comment

Approval:

Upon motion from Commissioner Rice, seconded by Vice-Chairman Brigman, the board voted unanimously to approve the proposed incentives for Project Super 2.

Chairman Gentry closed the public hearing.

Agenda Item 5: Dee Heinmuller, Director - Madison County Community Services

Public Hearing: Madison County Transportation Authority Budget

Chairman Gentry opened the public hearing, which Dee Heinmuller, Director of Community Services, then conducted.

The FY2018-19 Transportation Budget Grant Application (attached)

Project Funding Request Form

This document outlines the different funding sources and amounts.

- Federal Funding - \$375,080
- State Funding - \$39,961
- Local Funding - \$63,184
- Total Funding - \$478,225

Public Transportation Program Resolution - Local Match Agreement

This resolution authorizes the Chairman of the Board of Commissioners to submit the grant application for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

Upon motion from Commissioner Wechtel, seconded by Vice-Chairman Brigman, the board voted unanimously to approve the Public Transportation Program Resolution.

Human Service Agency Transportation Resolution

This resolution authorizes the Chairman of the Board of Commissioners to submit the grant application for state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

Upon motion from Vice-Chairman Brigman, seconded by Commissioner Wechtel, the board voted unanimously to approve the Human Service Agency Transportation Resolution.

Local Share Certification for Funding

This document breaks down the different funding sources.

Conflict of Interest Policy

Upon motion from Commissioner Rice, seconded by Commissioner Wechtel, the board voted unanimously to approve the Conflict of Interest Policy.

Public Hearing Notice

This document was published in the local newspaper to advertise the public hearing and all other procedures and requirements set by the NCDOT were followed for this public hearing.

Disadvantaged Business Enterprises (DBE)

The document certifies that in all purchase and contract selections of the Madison County Transportation Authority there will be a good faith effort to purchase from and award contracts to Disadvantaged Business Enterprises.

Title VI Program Report

This document certifies that no complaints or lawsuits alleging discrimination have been filed against the Madison County Transportation Authority during the period July 1, 2016 through June 30, 2017.

Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to approve the Title VI Program Report.

Public Comment

There were no names present on the sign-in sheet for public comment

5311 Administration Budget for the Madison County Transportation Authority

Upon motion from Commissioner Wechtel, seconded by Vice-Chairman Brigman, the board voted unanimously to approve the FY 2018-19 Administration Budget for the Madison County Transportation Authority.

Chairman Gentry closed the public hearing.

Agenda Item 6: Donny Laws, Madison County Attorney - Delinquent Tax Update

Attorney Donny Laws updated the board on the collection of delinquent taxes.

Agenda Item 7: Brooke Smith, Madison County Human Resources Director - Personnel

Upon motion from Commissioner Rice, seconded by Vice-Chairman Brigman, the board voted unanimously to promote Brittany Hamlin to the position of Director of Madison County Child Support Enforcement.

Agenda Item 8: Rhea Hollars – Madison County Finance Officer

A. September 2017 Financial Report

Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to accept the attached September 2017 Financial Report.

B. Budget Amendments #4 and #4B

Upon motion Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to approve the attached Budget Amendments # 4 and #4B.

C. September 2017 Tax Releases and Refunds

Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to approve the attached September 2017 Tax Releases and Refunds.

D. Purchasing and Payables Policy

Upon motion from Chairman Gentry, seconded by Vice-Chairman Brigman, the board voted unanimously to approve the Purchasing and Payables Policy as presented.

Agenda Item 9: Forrest Gilliam – Madison County Manager

A. County Manager Update

I. Closed Session Process

County Manager Gilliam discussed the new process for closed session agenda items. When there is a need for a closed session a Special Meeting will be held prior to the Regular Monthly Meeting. Notices for the Special Meeting will be sent out and displayed as for all Special Meetings. No actions will be taken at the Special Meetings and any actions needed will be done in open session at the Regular Monthly Meeting.

II. Personnel-Hiring Process

Human Resources Director, Brooke Smith, will now be presenting all personnel proposals at the Regular Monthly Meetings in open session. This follows the implementation of a new hiring process that has been in effect for almost a year. The new process consists of a committee formed by Director Smith ranking all applications for a given position, interviewing the top ranked 3 to 5 applicants and then making a recommendation which Director Smith will present to the board for consideration.

III. Economic Development

Manager Gilliam gave the board an update on the continued efforts within the county to attract new businesses as well as maintain current businesses.

B. Agreement for Fire Inspections Services

- I. Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to approve the attached Agreement for Fire Inspections Services.

- II. Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to name Tony Williams as the Madison County Fire Marshal.

C. Board Appointments

- I. Upon motion from Commissioner Wechtel, seconded by Vice-Chairman Brigman, the board voted unanimously to re-appoint the following individuals to the Economic Development Board for three year terms:
 - a. Connie Mullan
 - b. Jonathan Szucs
 - c. Joe Walker

- II. Upon motion from Vice-Chairman Brigman, seconded by Commissioner Rice, the board voted unanimously to appoint the following individuals to the Community Child Protection/Child Fatality Prevention Team:
 - a. Pat Franklin to fill the Social Services Board Member position
 - b. Leslie Hales to fill the Daycare/Head Start Representative position

D. Rent for use of Laurel Volunteer Fire Department

Upon motion from Commissioner Wechtel, seconded by Vice-Chairman Brigman, the board voted unanimously to approve a payment of \$200 per month for use of the Laurel Volunteer Fire Department as a temporary Meal Site as part of the senior nutrition program.

Agenda Item 10: Closed Session

Removed from Agenda

Agenda Item 11: Adjournment

Upon motion from Commissioner Rice, seconded by Vice-Chairman Brigman, the board voted unanimously to adjourn.

This the 10th day of October, 2017.

MADISON COUNTY

By: 
Norris Gentry, Chairman
Board of Commissioners

ATTEST:


Amanda Cutshaw, Clerk



Madison County Transportation Authority

Dee Heinmuller, MSW
462 Long Branch
Marshall, NC 28753
828 649 2219

Date: October 5, 2017

To: Board of Commissioners

From: Dee Heinmuller, Director of MCCA

Re: FY 2019 partial budget NCDOT

This is a request to be placed on the October Madison County Board of Commissioners Regular Monthly Meeting Agenda. Madison County Transportation Authority will be presenting the Administrative FY 19 budget as required by the NCDOT for approval.

There are several approvals and signatures required for the grant application; on this date we will be reviewing the 5311 Administrative budget, it comes as a consolidated grant application. There will be information about 5310 (elderly) and Capital (vans). These are present in this packet but will need to wait until Special Session later in October 2017. This is due to the public hearing aspect required by the FTA in order to process the application.

1. Project Funding Request Form; This includes 5311 Admin, 5310 (Elderly) and Capital for new vans.
 - a. Federal Funding: \$375,080
 - b. State: \$39,961
 - c. Local: \$63,184
 - d. Total: \$478,225
2. Public Transportation Program Resolution- local match agreement.
3. Human Service Agency Transportation Resolution: State funds.
4. Local Share Certification For Funding:

Federal	Local
Admin: \$107,225	\$16,083.75 (15%)
5310: \$25,000	\$1,250 (this is paid by ROAP funds)
Capital: \$346,000	\$34,600 (10%)
Total: \$478,225	\$Total: 63,183.75

5. Conflict of Interest Policy: Signed by BOC, chair
6. Public Hearing: The FTA and NCDOT are very strict about the need for a public hearing. This meeting has been publicized. There are official voluntary forms for folks to complete if they choose to speak about the grant application. In addition there is a form that will need to be signed by Clerk. AND there needs to be comment on the fact that we did follow the public hearing rules in the minutes.
7. Disadvantaged Business Enterprises (DBE): This must be signed by BOC, Chair. This agrees that we will certify that in all purchase and contract selections of MCTA we will commit to good faith efforts to purchase from and award contracts to DBEs.

8. Title IV program report, states that we have had no complaints or lawsuits over discrimination. This is to be signed by BOC, Chair.
9. 5311 ADMIN: budget for approval.

**NCDOT PTD
PROJECT FUNDING REQUEST FORM**

Project Funding Request Form

DATE SUBMITTED:

APPLICANT'S LEGAL NAME:

MPO or RPO

NCDOT DIVISION

BUDGET TYPE:

GENERAL INFORMATION	
MAILING ADDRESS:	<input type="text" value="387 Long Branch Road, Marshall, NC 28753"/>
PHYSICAL ADDRESS:	<input type="text" value="387 Long Branch Road, Marshall, NC 28753"/>
CONTACT PERSON:	<input type="text" value="Dee Heinmuller"/>
PHONE NUMBER:	<input type="text" value="8286492219"/>
FAX NUMBER:	<input type="text" value="8286499365"/>
EMAIL ADDRESS:	<input type="text" value="dheinmuller@madisoncountync"/>

CURRENT FISCAL YEAR	<input type="text" value="2019"/>
FEDERAL FUNDING-FTA	<input type="text" value="\$375,080"/>
STATE FUNDING	<input type="text" value="\$39,961"/>
LOCAL FUNDING	<input type="text" value="\$63,184"/>
OTHER FUNDING	<input type="text"/>
TOTAL GRANT AMOUNT	<input type="text" value="\$478,225"/>

FOR OFFICE USE ONLY	
PREPARED BY:	<input type="text"/>
REQUEST RECOMMENDATION OR REJECTION	<input type="button" value="Click here"/>

PROJECT LOCATION:	<input type="text" value="Marshall, NC"/>
FEDERAL PROGRAM?	<input type="text"/>
STATE PROGRAM?	<input type="text"/>
PROJECT or PROGRAM	<input type="text" value="acement Vehicles"/>

PROJECT / PROGRAM DESCRIPTION:

MCTA provides demand response transportation to the people of Madison County, NC. MCTA is currently in need of replacement vehicles as all 11 in the fleet are at their life capacity, with the average year of 2011 and the average mileage, as of July 2017, 113k miles. Our maintenance costs have increased as the age and mileage of our vehicle increase. A majority of our ridership is elderly or fragile. We partner with Medicaid, Home care facilities, Adult Day Care Empolyment oportunities, the Prison in addition to our regular daily ridership to provide quality and reliable service.

PROJECT / PROGRAM BENEFITS:

The replacement of vehicles will decrease the maintenance costs to keep our current vehicles on the road. It will provide newer and more reliable vehicles/lifts to our clients for increased safety and up to date standards.

RESULT OF PROJECT / PROGRAM IF NOT FUNDED:

Our budget monies will then have to focus on the repair and rising cost of maintaining these older maxxed out vehicles.

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2019 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by *(Board Member's Name)* _____ and seconded by *(Board Member's Name or N/A, if not required)* _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Section 5310 program.

WHEREAS, *(Legal Name of Applicant)* Madison County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project; NOW, THEREFORE, be it resolved that the *(Authorized Official's Title)** Chairman of *(Name of Applicant's Governing Body)* Madison County Board of Commissioner is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I *(Certifying Official's Name)** Amanda Cutshall *(Certifying Official's Title)* Clerk to the Madison County Board of Commissioners do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the *(Name of Applicant's Governing Board)* Madison County Board of Commissioners duly held on the 12 day of October, 2017.

Signature of Certifying Official

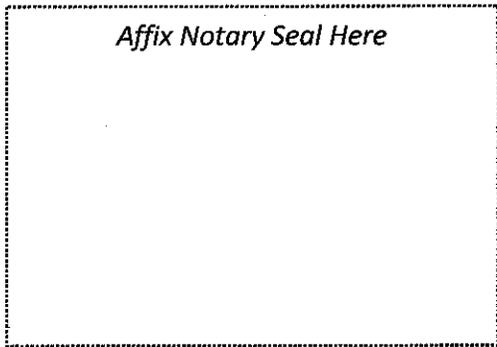
***Note that the authorized official, certifying official, and notary public should be three separate individuals.**

Seal Subscribed and sworn to me (date) _____

*Notary Public **

Printed Name and Address

My commission expires (date) _____



HUMAN SERVICE AGENCY TRANSPORTATION RESOLUTION

State Funds

FY 2019 RESOLUTION

Section 5311 (ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Human Service Transportation funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances, and the required local match.

A motion was made by (Board Member's Name) _____ and seconded by (Board Member's Name or N/A, if not required) _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services; and

WHEREAS, the funds applied for may be Administrative, Operating, Planning or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may only apply for funding for "purchase-of-service" projects under the Section 5310 program

WHEREAS, (Legal Name of Applicant) Madison County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, and all administrative requirements related to the applications made to and grants received from the North Carolina Department of Transportation;

NOW, THEREFORE, be it resolved that the (Authorized Official's Title)* Board Chair of (Name of Applicant's Governing Body) Madison County Board of Commissioners is hereby authorized to submit a grant application for state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

I (Certifying Official's Name)* Amanda Cutshall (Certifying Official's Title) Madison County Board of Commissioner's CLERK do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (Name of Applicant's Governing Board) Madison County Board of Commissioners duly held on the 12 day of October, 2017.

Signature of Certifying Official

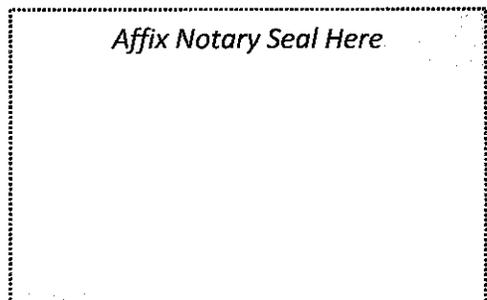
****Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me (date) _____

*Notary Public **

Printed Name and Address

My commission expires (date) _____



LOCAL SHARE CERTIFICATION FOR FUNDING

Madison County
(Legal Name of Applicant)

Requested Funding Amounts

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$ <u>107225</u>	\$ <u>16083.75 (15%)</u>
5311 Operating (No State Match)	\$ _____	\$ _____ (50%)
5310 Operating (No State Match)	\$ <u>25000</u>	\$ <u>1250 (50%)</u>
5307 Operating	\$ _____	\$ _____ (50%)
5307 Planning	\$ _____	\$ _____ (20%)
Capital	\$ <u>346000</u>	\$ <u>34600 (10%)</u>
Mobility Management	\$ _____	\$ _____ (10%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)

Funding programs covered are 5311, 5310, 5339 Bus and Bus Facilities, 5307 (Small fixed route, regional, and consolidated urban-rural systems)

TOTAL	\$ <u>478,225</u>	\$ <u>63183.75</u>
	Total Funding Requests	Total Local Share

The Local Share is available from the following sources:

<u>Source of Funds</u>	<u>Grant Applied To</u>	<u>Amount</u>
<u>Madison County</u>	<u>Administrative</u>	\$ <u>16083.75</u>
<u>ETAP</u>	<u>5310</u>	\$ <u>1250</u>
<u>Madison County</u>	<u>Capital</u>	\$ <u>34600</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL		\$ <u>63183.75</u>

** Fare box revenue is not an applicable source for local share funding

FY 2019 Local Share Certificate (page 2)

I, the undersigned representing *(Legal Name of Applicant)* **Madison County** do hereby certify to the North Carolina Department of Transportation, that the required local funds for the FY2019 Community Transportation Program and 5307 Governors Apportionment will be available as of **July 1, 2018**, which has a period of performance of July 1, 2018 – June 30, 2019.

Signature of Authorized Official

Norris Gentry, Madison County Board Chair of Commissioners

Type Name and Title of Authorized Official

10/12/17

Date

Madison County Transportation Authority/Madison County

Conflict of Interest Policy
October 12, 2017

In accordance with Madison County policy and related legislation, no employee, officer, agent, immediate family member, or Board (TAB/Elected officials) member of the agency and Madison County shall participate in the selection, award, or administration of a contract supported by Federal and/or State funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the following has a financial or other interest in the firm selected or award:

- The employee, officer, agent or Board member,
- Any member of his/her immediate family,
- His or her partner, or
- An organization that employs, or is about to employ, any of the above.

The agency's officers, employees, agents or Board members will neither solicit nor accept gifts, gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements.

Grantees may set minimum rules when the financial interest is not substantial or the gift is unsolicited item of nominal intrinsic value. To the extent permitted by the State or Local law or regulations, such standards of conduct will provide for penalties, sanctions, or other disciplinary action for violation of such standards by the grantee's officers, employees, or agents or by contractor or their agents as seen in NC State Statutes and the Madison County employee handbook, the MCTA handbook and NCDOT- Federal and State mandates.

The undersigned hereby acknowledges, understands, and agrees to abide by this policy.

Printed Name

Signature

Date

PUBLIC HEARING NOTICE

Section 5311 (ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

This is to inform the public that a public hearing will be held on the proposed Madison County Transportation Authority Program Application to be submitted to the North Carolina Department of Transportation no later than November 3, 2017. The public hearing will be held on October 10, 2017 at 7:00PM before the Madison County Board of Commissioner.

Those interested in attending the public hearing and needing either auxiliary aids and services under the Americans with Disabilities Act (ADA) or a language translator should contact *Amanda Cutshall* on or before October 4, 2017, at telephone number 828 649 2854 or via email at acutshall@madisoncountync.gov.

The Community Transportation Program provides assistance to coordinate existing transportation programs operating in Madison County as well as provides transportation options and services for the communities within this service area. These services are currently provided using Madison County Transportation Authority. Services are rendered by Madison County.

The total estimated amount requested for the period July 1, 2018 through June 30, 2019

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$ 107225	\$ 16083.75 (15%)
Operating (5311)	\$	\$ (50%)
Capital (Vehicles & Other)	\$ 346,000	\$ 34600 (10%)
5310 Operating	\$25000	\$12500 (50%)
Other	\$	\$ (%)
TOTAL PROJECT	\$ 478225	\$63183.75

Total Funding Request

Total Local Share

This application may be inspected at Madison County Finance Office from September 18, 2017. Written comments should be directed to Forrest Gilliam before October 9, 2017.

End of Notice

————— **Note: AN ORIGINAL COPY** of the published Public Hearing Notice must be attached to a signed Affidavit of Publication. **Both the Public Hearing Notice and the Affidavit of Publication** must be submitted with the CTP grant application. —————

DBE GOOD FAITH EFFORTS CERTIFICATION

This is to certify that in all purchase and contract selections of Madison County Transportation Authority is committed to and shall make good faith efforts to purchase from and award contracts to Disadvantaged Business Enterprises (DBEs).

DBE good faith efforts will include the following items that are indicated by check mark(s) or narrative:

Required by PTD	Check all that apply	Description
*	<input checked="" type="checkbox"/>	Write a letter/email to Certified DBEs in the service area to inform them of purchase or contract opportunities;
*	<input checked="" type="checkbox"/>	Document telephone calls, emails and correspondence with or on behalf of DBEs;
	<input type="checkbox"/>	Advertise purchase and contract opportunities on local TV Community Cable Network;
*	<input checked="" type="checkbox"/>	Request purchase/contract price quotes/bids from DBEs;
	<input type="checkbox"/>	Monitor newspapers for new businesses that are DBE eligible
*	<input checked="" type="checkbox"/>	Encourage interested eligible firms to become NCDOT certified. Interested firms should refer to http://www.ncdot.gov/business/ocs/dbe/#FAQ10 or contact the office of contractual services at (919) 707-4800 for more information
*	<input checked="" type="checkbox"/>	Encourage interested firms to contact the Office of Historically Underutilized Businesses at (919) 807-2330 for more information
*	<input checked="" type="checkbox"/>	Consult NCDOT Certified DBE Directory. A DBE company will be listed in the DBE Directory for each work type or area of specialization that it performs. You may obtain a copy of this directory at http://partner.ncdot.gov/VendorDirectory/default.html
	<input type="checkbox"/>	Other efforts: Describe:
	<input type="checkbox"/>	Other efforts: Describe:

You may obtain a copy of the USDOT Disadvantaged Business Enterprise Program Title 49 Part 26 at <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=%2Findex.tpl>

Reminder: Documentation of all good faith efforts shall be retained for a period of five (5) years following the end of the fiscal year.

I certify that, to the best of my knowledge, the above information describes the DBE good faith efforts.

Signature of Authorized Official

10.12.17
Date

Norris Gentry, Madison County Board of Commissioner, Chair
Type Name and Title of Authorized Official

SECTION 5311, 5310, 5339, Consolidated Capital, 5307 or State Funds Call for Projects
TITLE VI PROGRAM REPORT

Legal Name of Applicant: **Madison County Transportation Authority**
 (Complete either Part A or Part B; and Part C)

Part A – No complaints or Lawsuits Filed

I certify that to the best of my knowledge, **No complaints or lawsuits** alleging discrimination have been filed against **Madison County Transportation Authority** during the period **July 1, 2016 through June 30, 2017**.

 Signature of Authorized Official 10/12/17
Date

 Norris Gentry, Madison County Board of Commissioner, Chair
 Type Name and Title of Authorized Official

Part B – Complaints or Lawsuits Filed

I certify that to the best of my knowledge, the below described complaints or lawsuits alleging discrimination have been filed against _____ *Transit System Name*) during the period **July 1, 2016 through June 30, 2017**.

Complainant Name/Address/Telephone Number	Date	Description	Status/Outcome

(Attach an additional page if required.)

 Signature of Authorized Official _____
Date

 Type Name and Title of Authorized Official

Part C - Title VI Plan

Do you currently have a Title VI Plan: _____ Date of last plan update: _____

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Part I: Applicant Information

Legal Name of Applicant:	Madison County
Applicant's Congressional District (If Applicant's city is included in more than one district, enter primary district only): NC11	
Applicant's County (If Applicant has offices in more than one county, list county where main office is located): Madison County	
Address:	387 Long Branch Road
City, State, Zip:	Marshall, NC 28753
Federal Taxpayer ID Number:	56-6000316
Doing Business As (DBA) Name:	Madison County Transportation Authority
Applicant's DUNS Number (Unique 9-Digit number issued by Dun & Bradstreet. May be obtained free of charge at: http://fedgov.dnb.com/webform):831052873	
Parent Agency DUNS Number: n/a	
Applicant's Service Area's Congressional District (If service area is included in more than one district, enter primary district only): NC11	
Project's Service Area (list the county or counties that will be served by the proposed project): Madison, Mitchell, Yancey, Haywood, Buncombe	

Project Manager and Contact Information			
Name of Project Manager:	Dee Heinmuller		
Title:	Director of Community Services, Madison County		
Address:	387 Long Branch Road Marshall, NC 28753		
E-mail:	dheinmuller@madisoncountync.gov		
Phone Number:	828 649 2219		
Mobile Phone Number:	828 329 8523	FAX:	
Alternative Contact Information (in absence of Project Manager)			
Name:	Cathy Proffitt		
E-mail:	cproffitt@madisoncountync.gov		
Phone Number:	828 649 2219		

Current Vehicle Inventory (enter number in fleet)					
Vans	7	Vans/Lifts	4	Sedans or Minivans	
LTV's		LTV's/Lifts		Buses	

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Table 1: Vehicles/capital to be replaced or rehabbed/refurbished with this request

<i>Asset (model year, manufacturer, model or variant)</i>	<i>VIN or Fleet ID</i>	<i>Revenue miles from Vehicle Replacement Plan (as of July 1, 2017)</i>	<i>Revenue hours from Vehicle Replacement Plan (as of July 1, 2017)</i>	<i>Current mile(as of July 1, 2017) age</i>
LV-97, 2011, Ford (lift)	1FTDS3ELoBDB31697	3132	94.94	69635
LV-29,2011, Ford (lift)	1FTDS3EL5BDB29329	2015	95.67	
LV-39, 2010, Ford (lift)	1FTDS3EL2ADA22639	294	13.25	154325
LV-30, 2011, Ford (lift)	1FTDS3EL1BDB29330	817	41.67	170088
L-66, 2008,Ford	1FT2534L08DA60566	2337	98.91	
L-27, 2011, Ford	1FTDS3EL1BDB29327	1583		

Table 2: Vehicles/capital that have been disposed up to and including FY16

<i>Asset (model year, manufacturer, model or variant)</i>	<i>VIN or Fleet ID</i>	<i>Disposition Date</i>	<i>Revenue miles at disposition</i>	<i>Revenue hours at disposition</i>

The project conforms to FTA's spare ratio guidelines. Yes No Unsure

<i>Average Fleet Age (in Years)</i>	2011
<i>Average Fleet Age (in Miles as of July 1, 2017)</i>	113,193
<i>Spare Ratio</i>	
<i>Explanation</i>	

Federal Financial Assistance Transparency Act (FFATA) mandates the disclosure of the names and total compensation of the five most highly compensated officers of an entity if:

- The Applicant received 80% or more of its annual gross revenues in the preceding fiscal year from the federal government (all federal sources, not just FTA); and
- Those revenues were greater than \$25M; and
- The public does not have access to the information through Securities and Exchange Commission or Internal Revenue Service filings as specified in FFATA.

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Applicant should select "Yes" if they are subject to the reporting requirements of FFATA and "No" if they are not subject to Executive Compensation Reporting. YES No

Executive Compensation Reporting: If "Yes" is selected above, enter the Names and Compensation amounts for the top five officers of the Applicant.

	<u>Full Name</u>		<u>Total Compensation</u>
1	_____	\$	_____
2	_____	\$	_____
3	_____	\$	_____
4	_____	\$	_____
5	_____	\$	_____

Part II: Project Information

IMPORTANT: Applicants should submit one application for all capital projects for their small urban and/or rural service area. Duplicate projects within service areas will not be funded. Applicants can apply for one year of funding only. If a project is selected, funding for subsequent years is not guaranteed. It will be necessary to reapply and go through another competitive process for subsequent years' funding. Eligible projects may be funded using 5310, 5311, 5339 or a combination of the three funding sources. PTD will determine the project's funding after the application has been reviewed and approved.

<i>Project Name</i>	Vehicle Replacement
<i>Type(s) of Capital Project (vehicle replacement, purchase of service, equipment, etc). Describe the project(s) to be funded.</i>	Replacement of 6 vehicles for fleet. In a fleet of 11 vehicles MCTA rotates through the vehicles weekly. At this time 6 are beyond or soon to be beyond their life expectancy. This is evident not only with mileage but can be seen in increase repair and maintenance costs for both the van and the lifts. It is necessary that the fleet be up to date, safe and in good working order in to provide transportation to the citizens of Madison County.
	<i>FY 2019</i>
<i>Federal Amount Requested =</i>	\$346000
<i>State Amount Requested =</i>	\$
<i>Local match amount =</i>	\$34600
<i>Total project cost =</i>	\$346000

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Part III: Project Criteria

Address each of the evaluation criteria separately, demonstrating how the project responds to each criterion. Each proposer is encouraged to demonstrate the responsiveness of a project to all of the appropriate selection criteria with the most relevant information that the proposer can provide, regardless of whether such information has been specifically requested, or identified. Please be thorough, yet concise in the response.

III-1. Threshold Criteria

a. Does the applicant have the technical capacity to administer the project?

Yes No Explain your answer in the box below.

Madison County Transportation Authority: Director, Fiscal Officer, Coordinator in addition to Madison County Government: Finance officer and County Manager together work in coordination to support technically the processing the project.

b. Describe the qualifications of the key personnel assigned to the project and the percentage of time each person will be involved in the project. Will the applicant need to hire additional personnel to support the project?

Madison County Transportation Authority: Director 70%, Fiscal Officer 20% and Coordinator 10%. These individuals, within their job description and knowledge of grant/projects in processing and coordinating will not require hiring additional help.

c. Does applicant have adequate financial and management systems in place to ensure adequate reporting and project oversight? Yes No Explain your answer in the box below.

Yes, the local government of Madison County is the check and balance of the Madison County Transportation Authority. They monitor and have government audits on all line items, budgets, programs, grants and projects as an oversight.

d. Has the source of local match been identified in a current budget or has it been approved by the agency's governing body in a future budget? What is the source of the match (e.g., agency reserves, capital replacement fund, municipal general fund, private partnership, etc.)? If the match is not from the applicant agency but another party, has that party committed the match in writing? Provide documentation of the commitment of local match from an outside party. Explain your answer in the box below.

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

The local match has been approved by the Madison County Board of Commissioners. The source of the match will be local Madison County funds.

- e. Further describe the matching funds, including amount and source of the match (agency reserves, capital replacement budget, municipal general fund, private partnership, etc). List each source individually. If the matching funds are not committed, identify their source and anticipated award date. [Add/Remove Lines as necessary – place the cursor in the bottom row then right click → “Insert” → “Insert Rows Below” to add more lines to the following table]

Source	Amount	Date awarded or available
Madison County Government	34,600	July 1, 2019

- f. Were FTA funds awarded to this project in previous years? Yes No
- g. Describe the intended service area that will benefit from your proposed project. Include pertinent demographic information about the service area in your answer. It should be clear from your description where your project’s target population lives in a small urban or rural area of North Carolina.

This project will provide needed transportation to the rural county of Madison at 449.57 square miles. According to 2010 census: population is 20,764 with a density of 46 persons per square mile. 880 residents are 65 years or older. Our ridership is primarily 65years and older and those that are medically fragile. The replacement of vehicle that are old and have costly repairs will allow updated, safe and quality vehicles in which to offer transportation to those who no longer drive, are able to drive or have personal transportation.

- h. Estimate the annual number of unduplicated passengers who will be served or the number of one-way trips that will be provided from the proposed project.

Unduplicated Passengers		One-way trips	17500
Fully Allocated Cost per Trip	\$		

List items included in the fully allocated cost per trip?

III-2. Project Readiness

- a. Describe the project plan in detail and provide a timeline and milestones for the completion of the project. This description should completely describe what you want to accomplish and how

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

you are going to accomplish it if you receive the requested funding. The applicant may wish to attach the following documents with the application but these documents are not required: maps, pictures, marketing plans, draft brochures, charts or graphs and/or route schedules that support the request for funding, demonstrate the need or illustrate the applicant's preparation. If the applicant is working in partnership with or coordinating with other agencies or organizations, letters of support from these agencies or organizations may be attached with the application. Your detailed answer should be one half to one whole page long.

At this time the Madison County Transportation Authority is running close to 17000 trips per year. This is a good indication of the amount of service we provide to the residents of Madison County. With our elderly fleet the cost of servicing and maintaining is increasing. Our primary ridership is the elderly and medically fragile. 2/3rd of our ridership are to medical appointments. This population often has no other way to reach mental health and health services. As we are a rural county 90% of our ridership are part of the health system that is located outside of the County. The average travel miles to specialist or major medical care is 40 miles or more. In addition we provided a pilot program to take 60+years to one of our 8 meal sites in the County. In the last two years the number of congregants has increased two fold. This thriving community offers a hot meal and community 4 days a week. The transportation system serves 12-15 riders four days a week to this meal site. It has been a positive for a portion of our elderly population.

b. Describe the applicant's preparedness to manage the project.

The preparedness to manage the receiving of 6 new vans is within the prevue of job descriptions of Madison County Transportation Authority and support from the local government entity.

III-3. Project Monitoring

a. Describe the method that will be used to monitor and evaluate the success of this project. List the measurable indicators of success.

- 1. The reduction of service, repair and maintenance cost on old and high mileage vans. Followed in the ITRE/TRAPESE.*
- 2. Measure a 80% reduction in repair costs.*

b. Describe how the project relates to any federal or other programs that the applicant operates and, if applicable, how the applicant plans to use these resources to leverage this project.

Madison County Transportation Authority receives ROAP funds. These funds allow us to maintain our ridership on the vehicles. The ridership supports the need for updated, efficient and needed new vans in our fleet.

c. How will the applicant maintain any vehicles/capital after the grant period?

The project replacement vehicles will be maintained locally as per FTA requirements at a reputable and trusted garage for both van and lift.

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

d. What is the applicant's organizational mission? Explain how the project fits in with the other service the applicant already provides.

"Excellence in Transportation" through the core values of Madison County: respect, honest communication, ethical standards, accountability, stewards of the county, positive pride and professional/individual growth. These core values provide a pathway for how we serve the public of Madison County through transport needs. These values allow our employees to treat and enhance the lives of our citizens. The project will continue to allow our ridership to get to their appointments in a safe manner with a positive system in delivery.

e. Describe how the applicant will manage risk and provide for the safe delivery of services.

Once monies are granted MCTA will then use the NCDOT state contract for replacement vans. All protocols and requirements will be followed to ensure the safe delivery of the vehicles.

III-4. Special Considerations

a. Given this request is only for capital assistance, is your agency committed to operating the services associated with the proposed project over time? How? Provide an explanation in the box below.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	With 6 new vehicles it allows for Madison County Transportation Authority to continue to provide safe and efficient transport to the citizens of Madison County. These vans will give numerous rides until we reach mileage capacity and request again.
--	---

Part IV: Budget Information

Provide a general line-item budget for the total project, with enough detail to describe the various key components of the project. Since it is possible that projects may be partially funded, the budget should provide for the minimum amount necessary to fund specific project components of independent utility. [Add/Remove Lines as necessary using prior instructions]. **A detailed budget needs to be submitted via Partner Connect.**

Project Stages with Independent Utility and Description	Federal Amount Requested	State Amount Requested	Local Share	Total Cost
1. Raised Roof Van with Lift (1)	62,500		6250	56250
2. Raised Roof Van with Lift (1)	62,500		6250	56250
3. Raised Roof Van with Lift (1)	62,500		6250	56250
4. Raised Roof Van with Lift (1)	62,500		6250	56250
Project Totals				

5. Mini	46,000		4600	41400
---------	--------	--	------	-------

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Crossover(1)				
6. 20' light (1)	55,000		5500	49500

Capital Budgets

All rural transportation systems will be eligible for capital assistance funds. A Capital Replacement Schedule is included in Appendix A of this document. **ASSETS THAT HAVE MET USEFUL LIFE WILL NOT AUTOMATICALLY BE REPLACED.** The Capital Replacement Schedule represents the minimum threshold for replacement consideration unless the applicant can document that a capital item has a history of mechanical failure, is un-repairable or that it is financially prohibitive to repair the item. ***Only transit systems with in-house maintenance shops may apply for replacement support vehicles.***

Expansion Vehicles and Replacements – For FY2018, expansion vehicles are not an eligible Capital expense.

Other Capital, Advanced Technology and Baseline Technology – Applicants should consult the Capital Replacement Schedule before requesting any replacements of Other Capital or Advanced/Baseline Technology. Appendix B lists the minimum specifications for technology items. **New Advanced Technology users** must have completed the Advanced Technology Pre-Application process with ITRE. Current Advanced Technology users may request to replace existing Advanced Technology items as necessary. **Any system requesting expansion vehicles should also request vehicle security and surveillance equipment and any other advanced technology items currently used.** The applicant must provide one (1) **retail estimate** per item if they request funding to replace or purchase Other Capital or Advanced/Baseline Technology. The estimate will determine the amount of funding recommended by the reviewer. Some Object Codes in the Other Capital and Baseline Technology budgets include the maximum cost in which PTD will participate. Requests for funding cannot exceed these amounts per item. **The applicant is required to enter written justification in Section II for Advanced/Baseline Technology; Radio Equipment; and Telephone Equipment.**

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Appendix A CAPITAL REPLACEMENT SCHEDULE

Note: Assets that have met their useful life will *not* automatically be replaced. This schedule represents the minimum threshold for replacement consideration. Listed capital items are illustrative and not exhaustive.

Effective 7/1/2012

CATEGORY CAPITAL ITEMS	MINIMUM REQUIREMENTS	MINIMUM DOCUMENTATION REPI CONSIDERATION
MAJOR FACILITY RENOVATIONS AND NEW CONSTRUCTION	40 years	
<ul style="list-style-type: none"> ▪ Building Purchase ▪ Facility Construction 		Note: Major Renovation involves the purc existing building and complete refurbishi building. Needs Assessment required. P. would be required.
OFFICE FURNITURE	12 Years	
<ul style="list-style-type: none"> ▪ Desk ▪ Bookcase ▪ File Cabinet ▪ Chairs ▪ Conference Table ▪ Safe (Fireproof) (25 yrs.) 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement
OFFICE EQUIPMENT	5 Years	
<ul style="list-style-type: none"> ▪ Fax Machine ▪ Copier ▪ Calculator ▪ Etc. 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement
AUDIO VISUAL EQUIPMENT	10 Years	
<ul style="list-style-type: none"> ▪ VCR/DVD ▪ TV ▪ Camcorder ▪ Etc. 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement
BASELINE TECHNOLOGY	5 Years	
<ul style="list-style-type: none"> ▪ Computer ▪ Printer ▪ Laptop (Includes Projector)* ▪ Server ▪ Scanner (6 yrs.) 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement in i project description * Will be considered if needed for present
SECURITY & SURVEILLIANCE	7 Years	
<ul style="list-style-type: none"> ▪ Video (facility and vehicles) ▪ Cameras ▪ DVR ▪ Wireless unit ▪ Antenna 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement
COMMUNICATIONS EQUIPMENT	6 Years	
<ul style="list-style-type: none"> ▪ Radio units ▪ Base Station ▪ Cell phones ▪ Antenna ▪ Repeater 		<ul style="list-style-type: none"> ○ 1 retail estimate ○ Description of need for replacement in i project description
MAINTENANCE EQUIPMENT & FIXTURES	12 Years	
<ul style="list-style-type: none"> ▪ Roller cabinets ▪ Portable tool stands ▪ Compressors- (5 yrs.) ▪ Hoists- (10 yrs.) ▪ Bus washers- (10-15 yrs.) ▪ Diagnostic equip ▪ Lift truck ▪ Engine stands ▪ Brake lathes ▪ Etc. 		<ul style="list-style-type: none"> ○ Only Systems with in-house Maintenanc eligible ○ 1 retail estimate
SUPPORT VEHICLES		
<ul style="list-style-type: none"> ▪ Trucks - Light Duty (under 12,500 lbs. g.v.w.) 	7 Years	<ul style="list-style-type: none"> ○ Only Systems with in-house maintenanc eligible ○ 1 retail estimate & Justification for repla
REVENUE VEHICLES		
Vans		
<ul style="list-style-type: none"> ▪ Center Aisle Van (2010 or older) ▪ Mini-Van ▪ Conversion Van or Lift Van 	115,000 miles	<ul style="list-style-type: none"> ○ Updated PTMS ○ Current VUD ○ Once required fleet size has been determ the capital assessment process, vehicles designated for disposition and not be el replacement.
Buses		
Light Transit Vehicle (LTV) 20-28 ft. - body on cut-a-way chassis	145,000 miles	
Medium (Medium duty chassis) Over 28 ft. - body on truck chassis	7 Years or 200,000 miles	
Medium (Heavy Duty Chassis) 30-35 ft.	10 Years or 350,000 miles	
Large (Heavy Duty Chassis) 35-40 ft.	12 years or 500,000 miles	

NCDOT FY 2019 Consolidated Call for Capital Projects Application Form

Appendix B

FY2018 Technology Specifications:
(to be used as guideline for minimum standards only)
Standards for Hardware, Software and Networking

These are MINIMUM standards only. NCDOT guidelines require that each computer last at least 5 years. If you plan on installing automated scheduling software or other technologies during the lifetime of the computer, please consult with the appropriate resource to determine minimum requirements.

Desktop

Operating System:	Windows 7
Processor:	Intel I5-750
Memory:	4.0GB or higher
Hard Drive (s):	80G, partitioned so C: drive is for programs and D: drive is for data
Software:	Microsoft Office Professional 2010
Video Card:	GeForce GTS250 1GB/Radeon HD4850 512MB
Network Card:	100/1000 Mbps
UPS Backup/Surge Protection:	Multi-outlet AC Surge Protector with power supply backup (if necessary)
Multimedia Devices:	Pair of desktop speakers (if not included with monitor), Microphone, optional Camera
Monitor:	Any standard monitor capable of display in 1024x768 or greater. Purchase larger monitors if required by specific applications.
Other Drives:	CD/DVD ROM Drive
Anti-Virus Software:	Any industry standard anti-virus software
Service Program:	3-year warranty with on-site service

Network

Configuration:	100/1000 MB using switches (no hubs), TCP/IP Protocol
-----------------------	---

Server

All server specifications are minimums only. Servers should be expandable to enable increases in memory, processors, hard drive, etc.

Operating System:	Microsoft Windows Server 2008
Database Software:	Microsoft SQL Server 2005 SP2 or 2008 Standard (if necessary)
Network Card:	(2) 100/1000 MB
Processor Type:	Intel Xenon 2.5Ghz or higher
Memory:	12 GB
Hard Drive(s):	300 GB
Monitor:	15" or larger
Graphics Card:	64MB or greater
Other Drives:	CD/DVD ROM
Anti-Virus Software:	Any industry standard anti-virus software
Service Program:	3-year warranty with on-site service

**MADISON COUNTY
FINANCIAL REPORT**

Collections/Revenues for the month of September 30, 2017 were as follows:

GENERAL FUND:

DEPARTMENT	MTD	YTD	% OF BUDGET	YEAR TO DATE 9/16
Vehicle Tax	\$82,004.43	\$165,737.38	19.50	\$148,546.94
Overages/Underages	(\$7,634.87)	(\$0.75)		(\$1.72)
Ad Valorem Tax Interest	\$16,593.08	\$62,973.56	20.99	\$94,014.74
Late Listing Fee	\$1,620.49	\$2,925.64	20.90	\$2,866.51
Legal Fees	(\$250.00)	\$1,490.00	18.63	\$4,000.00
2003 Ad Valorem Tax	\$0.00	\$132.75	88.50	\$276.06
2004 Ad Valorem Tax	\$111.84	\$140.33	467.77	\$301.24
2005 Ad Valorem Tax	\$48.83	\$306.46	111.44	\$1,021.24
2006 Ad Valorem Tax	(\$1.19)	\$95.71	2.73	\$1,718.88
2007 Ad Valorem Tax	\$0.00	\$235.10	6.72	\$1,246.26
2008 Ad Valorem Tax	\$0.00	\$1,149.44	22.99	\$1,864.27
2009 Ad Valorem Tax	\$3,139.07	\$7,966.49	79.66	\$11,648.38
2010 Ad Valorem Tax	\$1,066.13	\$8,481.91	56.55	\$9,531.80
2011 Ad Valorem Tax	\$1,748.43	\$13,145.06	87.63	\$41,267.96
2012 Ad Valorem Tax	\$1,687.71	\$13,653.30	19.50	\$26,562.87
2013 Ad Valorem Tax	\$3,700.88	\$15,554.60	17.28	\$34,936.78
2014 Ad Valorem Tax	\$8,283.76	\$22,602.25	22.60	\$34,333.48
2015 Ad Valorem Tax	\$8,305.18	\$45,019.17	28.14	\$90,518.48
2016 Ad Valorem Tax	\$29,039.01	\$88,969.72	49.43	\$2,225,071.40
2017 Ad Valorem Tax	\$903,754.41	\$2,168,194.76	21.80	\$0.00
Collection Fees: Marshall	\$0.00	\$0.12	100.00	\$0.57
Collection Fees: Mars Hill	\$0.00	\$0.00	0.00	\$5.26
Collection Fees: Hot Springs	\$0.00	\$0.03	100.00	\$0.78
Tax Office/Copies				
Sale of Tax Maps	\$24.00	\$64.00	10.67	\$181.25
Returned Check Fees	\$75.00	\$122.50	20.42	\$277.32
Refunds/Overpayment of Taxes	(\$3,762.82)	(\$4,784.87)		(\$1,829.94)
Contra: Returned Check	(\$5,427.61)	(\$5,527.61)		(\$814.57)
Sales Tax/Video Programming	\$4,252.64	\$0.00	0.00	\$0.00
Sales Tax	\$0.00	\$0.00		\$61,961.89
Gas Tax Refund/State	\$1,916.68	\$0.00	0.00	\$0.00
Payment In Lieu of Taxes	\$0.00	\$0.00	0.00	\$0.00
Forest Service Timber Sales				
Clerk of Court	\$6,599.01	\$12,317.92	13.39	\$16,439.33
Board of Elections	\$13.60	\$96.30	0.39	\$4,920.00
Register of Deeds	\$29,463.75	\$82,346.50	26.39	\$89,301.25

Department	MTD	YTD	% OF BUDGET	YEAR TO DATE 9/16
Sheriff's Department	\$65,232.44	\$105,226.85	12.09	\$98,654.92
Emergency Management	\$0.00	\$0.00	0.00	\$0.00
Inspections	\$8,403.00	\$27,925.00	18.79	\$39,703.72
Animal Control	\$2,135.87	\$5,081.21	25.41	\$7,580.73
Senior Games Donations	\$0.00	\$0.00	0.00	\$0.00
Transportation	\$74,610.75	\$83,864.24	22.98	\$44,931.00
Cooperative Extension Service	\$0.00	\$0.00	0.00	\$0.00
Soil & Water Conservation	\$0.00	\$1,776.00	0.00	\$0.00
Grant Revenues/JCPC/DJJD	\$3,507.39	\$31,834.54	16.81	\$19,710.00
Health Department	\$99,000.80	\$266,988.30	12.59	\$270,988.37
Medicaid Hold Harmless Tax	(\$23,969.57)	(\$23,969.57)	0.00	\$0.00
Social Services	\$91,343.36	\$437,685.04	18.98	\$471,030.26
AFDC	\$0.00	\$0.00	0.00	\$708.00
Foster Care	\$86,336.89	\$244,419.09	23.49	\$208,168.18
Medicaid	\$24.78	\$24.78	0.00	\$0.00
Adoption	\$1,500.00	\$27,635.79	45.33	\$2,287.50
Child Support Enforcement	\$1,961.80	\$30,373.75	22.70	\$24,141.96
In Home Aides	\$5,570.50	\$5,840.50	7.28	\$0.00
Beech Glen Center	\$740.00	\$2,206.00	24.51	\$1,905.00
Nutrition	\$12,955.94	\$15,036.07	10.85	\$5,591.81
Day Care	\$0.00	\$0.00	0.00	\$122,605.00
Education/State Lottery				
Library	\$8,254.50	\$67,519.77	42.82	\$31,391.23
Parks & Recreation	\$0.00	\$2,945.00	47.42	\$3,786.00
Interest Earned	\$69.72	\$8,483.16	60.59	\$3,151.21
Rent of County Property	\$5,175.00	\$16,325.00	23.22	\$15,725.00
Finance/Other	\$0.00	\$103.05	0.59	\$0.00
Miscellaneous Income	\$3,200.01	\$36,604.03	111.97	\$101,219.92
Fund Transfer In	\$0.00	\$1,328.80	0.00	\$0.00
Totals	\$1,532,424.62	\$4,098,664.17	16.78	\$4,373,448.52

Bank balances at September 31, 2017 are as follows:

	UnRestricted	Restricted
General Fund	\$884,770.82	
Debt Service Fund	\$204,003.22	
Capital Outlay Fund	\$325,702.85	(Includes funds for new voting machines)
Capital Management	\$6,415,974.90	
Occupancy Tax Fund		\$104,154.74
Revaluation Fund		\$400,367.61
Tourism Development		\$311,800.00
Automation Fund		\$141,133.59
Drug Seizure Fund		\$22,070.47

Inmate Trust Fund	\$62,560.44
Soil & Water Conservation	\$74,451.41

Total of All Accounts:	\$7,830,451.79	\$1,116,538.26
New Jail Loan	(\$663,456.00)	
Cooperative Extension Loan	(\$56,309.00)	
School Debt Service	(\$429,667.00)	
40-42 Set Aside for Schools	(\$2,374,536.95)	
Unspent Grant Proceeds	(\$171,556.96)	
Medicaid Cost Settlement	(\$635,000.00)	
Encumbered Amounts	(\$78,317.55)	

Total Unassigned and Unrestricted Bank Balances **\$3,421,608.33**

GENERAL FUND EXPENDITURES

DEPARTMENT	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 9/16
Governing Body	\$79,898.55	\$99,961.77		55.14	\$61,719.80
Finance Office	\$36,614.90	\$135,013.87	\$4,072.00	25.62	\$131,444.71
Tax Collector	\$26,561.60	\$53,548.80		18.06	\$53,775.10
Tax Supervisor	\$19,094.69	\$50,700.90		20.91	\$57,208.78
Land Records	\$4,775.30	\$13,127.50		16.95	\$16,058.28
Professional Services	\$0.00	\$0.00		0.00	\$0.00
Court Facilities	\$250.00	\$3,350.00		16.11	\$5,938.80
Board of Elections	\$10,488.31	\$33,465.08		10.73	\$44,494.74
Register of Deeds	\$23,221.99	\$55,598.63		22.06	\$65,650.28
Register of Deeds- Automation	\$0.00	\$11,000.00		100.00	\$0.00
Maintenance	\$28,589.70	\$76,743.03		21.50	\$92,141.71
Sheriff's Department	\$279,141.93	\$741,929.49		24.34	\$921,357.92
Emergency Management	\$4,973.67	\$19,252.08		20.08	\$24,591.91
911 Dispatchers	\$33,089.36	\$88,534.37		19.55	\$109,765.16
Fire Contract/Forest Service	\$8,547.46	\$8,547.46		9.51	\$9,779.59
Inspections	\$22,439.38	\$49,795.31		24.11	\$80,472.32
Economic Development	\$10,499.73	\$24,592.37		11.45	\$17,029.17
Medical Examiner	\$0.00	\$1,000.00		7.69	\$1,200.00
Ambulance Service Contract	\$91,154.00	\$273,462.00		25.00	\$268,101.00
Animal Control	\$21,464.95	\$65,720.83		22.88	\$78,144.86
Transportation - Admin	\$7,281.89	\$20,873.55		13.54	\$33,094.51
Transportation - Operating	\$25,778.92	\$79,720.76		23.41	\$72,607.72
Transportation - Capital Outlay	\$0.00	\$0.00		0.00	\$0.00
Transportation - EDTAP	\$2,178.18	\$4,061.16		7.77	\$2,833.55
Planning & Development	\$62,453.88	\$65,134.71		40.05	\$68,034.66
Information Technology	\$14,938.73	\$39,686.84		20.78	\$46,145.77
Cooperative Extension	\$18,446.66	\$41,114.60		15.40	\$59,144.12

DEPARTMENT	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 9/16
Soil & Water	\$9,660.85	\$28,643.42		23.38	\$32,924.16
Soil & Water - Little Ivy	\$0.00	\$0.00		0.00	(\$81.07)
Health Department	\$193,315.91	\$542,731.51	\$2,754.95	17.94	\$628,215.26
Public Health P&R	\$0.00	\$0.00		0.00	(\$60.00)
Smart Start	\$4,458.93	\$12,055.06		23.15	\$13,898.26
Management Admin.	\$4,479.97	\$10,631.78		4.08	\$43,252.63
Social Services	\$237,826.76	\$650,415.61	\$24,265.60	21.22	\$721,394.01
DOT Grant (Work First)	\$0.00	\$0.00		0.00	(\$250.00)
AFDC	\$0.00	\$0.00		0.00	\$1,610.00
Special Assistance	\$14,876.00	\$45,797.50		29.96	\$40,871.23
State Foster Care	(\$3,148.94)	\$76,451.57		8.92	\$116,310.52
IV-E Foster Care	\$0.00	\$53,104.14		7.20	\$102,784.85
Medical Assistance Program	\$60.00	\$280.00		5.60	(\$22.00)
Adoption Assistance	\$6,338.50	\$21,906.60		21.02	\$16,736.65
Crisis Intervention	\$0.00	\$0.00		0.00	\$259.95
Child Support	\$6,448.15	\$28,947.69		18.73	\$37,847.51
In Home Aides	\$17,801.42	\$58,536.35		21.66	\$81,619.05
Nutrition	\$32,621.44	\$85,085.61		20.82	\$100,079.31
Child Day Care	\$0.00	\$0.00		0.00	\$121,527.00
Education	\$273,312.00	\$273,312.00		8.57	\$358,274.00
A-B Technical College	\$9,375.00	\$28,125.00		25.00	\$28,125.00
Bank Charges	\$1,824.91	\$4,425.79		36.88	\$2,952.77
Library	\$69,103.71	\$142,673.98		25.38	\$133,880.98
Parks & Recreation	\$6,274.06	\$25,245.35		22.70	\$32,466.42
Debt Services	\$0.00	\$0.00		0.00	\$0.00
Debt Services Interest	\$0.00	\$0.00		0.00	\$0.00
Fund Transfer In	\$191.16	\$1,328.80			\$2,224.00
Fund Transfer Out/Revaluation					
TOTALS	\$1,716,703.61	\$4,145,632.87	\$31,092.55	16.98	\$4,937,574.95
GENERAL FUND					
Revenues to Date:	\$1,532,424.62	\$4,098,664.17		16.78	\$4,373,448.52
Expenditures to Date:	\$1,716,703.61	\$4,145,632.87	\$31,092.55	16.98	\$4,937,574.95
Gain/Loss to Date:	(\$184,278.99)	(\$46,968.70)			(\$564,126.43)
Contingency Fund Balance		\$153,135.97			

LANDFILL FUND

REVENUES	MTD	YTD		% OF BUDGET	YEAR TO DATE 9/16
Transfer From Fund Balance					
Landfill Miscellaneous Fees	\$0.00	\$100.00		50.00	\$0.00
Returned Check Fees					
State Tire Disposal Fee	\$0.00	\$0.00		0.00	\$0.00
Local Tire Disposal Fee	\$24.00	\$90.00		22.50	\$89.00
White Goods Tax	\$0.00	\$0.00		0.00	\$0.00
Sale of White Goods	\$2,222.96	\$4,026.96		33.56	\$1,875.70
Household Hazardous Waste	\$82.00	\$354.50		29.54	\$484.25
Temporary Disposal Cards	\$1,100.00	\$4,410.00		24.50	\$3,120.00
Duplicate Disposal Cards	\$40.00	\$150.00		20.00	\$190.00
Landfill Disposal Cost Fees	\$5,226.55	\$25,803.49		24.57	\$31,244.16
Landfill Sale of Recyclables	\$7,190.45	\$16,739.53		29.89	\$13,827.14
Nuisance Tires					
Disposal Cards	\$132,751.14	\$336,726.05		21.45	\$350,558.81
Construction Demolition	\$4,634.17	\$16,868.42		21.09	\$14,489.01
Solid Waste Disposal Distribution Grant/State					
Electronics Management					\$1,330.00
Electronics (County)	\$350.00	\$8,995.00		299.83	\$535.00
Interest	\$8.38	\$25.71			\$25.63
	\$153,629.65	\$414,289.66		20.31	\$417,768.70
EXPENSES:			Encumbered		
Landfill	\$212,058.32	\$434,336.92	\$47,225.00	24.18	\$376,415.78
Recycling	\$16,764.15	\$49,826.66		23.56	\$65,926.11
Scrap Tires	\$1,568.63	\$2,942.60		14.71	\$3,355.13
White Goods	\$29.99	\$59.77		0.51	\$50.71
Closure/Post Closure					(\$28,458.00)
	\$230,421.09	\$487,165.95	\$47,225.00	23.88	\$417,289.73
	MTD	YTD		% OF BUDGET	YEAR TO DATE 9/16
Revenues to Date:	\$153,629.65	\$414,289.66		20.31	\$417,768.70
Expenditures to Date:	\$230,421.09	\$487,165.95	\$47,225.00	23.88	\$417,289.73
Gain/Loss to Date:	(\$76,791.44)	(\$72,876.29)			\$478.97

911 Emergency Telephone Services MTD		YTD	Encumbered	% of Budget	YEAR TO DATE 9/16
Revenues	\$19,910.77	\$39,821.54		16.67	\$22,785.78
Expenditures	\$27,236.60	\$43,581.74		18.24	\$37,839.86
Gain/Loss	(\$7,325.83)	(\$3,760.20)			(\$15,054.08)

Percentage of budget at September 31, 2017 is 25.00%

Notes:

Occupancy Tax Fund - Balance is low because every quarter you must give 97% of the receipts to the TDA and 3% to the county.

**Madison County
Board of Commissioners**

**2018 Budget Amendment # 4
October 10, 2017**

Description	Line Item	Debit	Credit
Ad Valorem Taxes			
2004 Ad Valorem Tax	10.3100.2004		\$ 150.00
2005 Ad Valorem Tax	10.3100.2005		\$ 325.00
2016 Ad Valorem Tax	10.3100.2016		\$ 1,844.00
To adjust to current projections based on actual revenues received.			
Sheriff's Dept			
Fines, Forfeitures/Courts	10.3431.3100		\$ 175.00
Drug Tax - State Federal	10.3431.3620		\$ 2,000.00
Miscellaneous Income	10.3431.8230		\$ 160.00
To adjust to current projections based on actual revenues received.			
Transportation			
Trans: ROAP Employment	10.3452.4300		\$ 3,500.00
Motor Fuels	10.4522.2510		\$ 2,160.00
To adjust to current projections based on actual revenues received and expenses paid out.			
CBA/Grant Revenues			
2017 Home Grant	10.3511.2017		\$ 84,227.00
2017 Home Grant	10.5211.2017	\$ 84,227.00	
To record 2017 Home Grant			
JCPC Admin	10.3511.3309	\$ 97,986.00	
JCPC Project Challenge	10.3511.3350		\$ 29,914.00
JCPC Project Team Success	10.3511.3353		\$ 38,072.00
JCPC Kids at Work	10.3511.3354		\$ 10,000.00
JCPC Admin	10.5211.6870		\$ 117,744.00
JCPC Project Challenge	10.5211.6850	\$ 35,897.00	
JCPC Project Team Success	10.5211.6873	\$ 45,686.00	
JCPC Kids at Work	10.5211.6874	\$ 12,000.00	
To adjust JCPC funding to actual - adopted budget reflected proposed increase in State revenues and County match as proposed in Governor's Budget. Final State budget did not include increase.			
DSS			
DSS: Medicaid Fed & State	10.3545.3301		\$ 24.78
Medicaid Hold Harmless	10.3545.3305	\$ 24,000.00	
DSS: Adotion Vendor	10.3547.3330		\$ 3,050.00
Workers Comp	10.5310.1860	\$ 9,320.00	

To adjust for remaining funds from FY 2016 grants.

Salaries	10.5110.1210	\$	23,329.84
FICA	10.5110.1810	\$	2,507.00
Retirement	10.5110.1820	\$	1,240.00

To reduce due to lapsed Salaries.

Education

School Current Expense	10.5911.6310	\$	5,000.00
------------------------	--------------	----	----------

To account for grant match for school band uniforms.

Planning & Development

Grant Matching	10.4930.9001	\$	5,000.00
----------------	--------------	----	----------

To account for grant match for school band uniforms.

Register of Deeds

ROD Fees	10.3418.4100	\$	3,705.00
ROD: Marriage Licenses	10.3418.4110.	\$	400.00

To adjust revenues to current projections based on actual revenues received.

Interest

Interest Earned	10.3831.4910.	\$	3,000.00
-----------------	---------------	----	----------

To adjust revenues to current projections based on actual revenues received.

Child Support

Salaries	10.5373.1210	\$	2,081.00
FICA	10.5373.1810.	\$	159.00

To reduce due to lapsed Salaries.

	\$	396,701.56	\$	396,701.56
--	----	------------	----	------------

Difference	\$	-
------------	----	---

**Madison County
Board of Commissioners**

**2018 Budget Amendment # 4B
10.10.17**

Description	Line Item	Debit	Credit
Education			
40/42 Funds	10.5911.7000	\$ 400,000.00	
Fund Balance	10.3000.1000		\$ 400,000.00

To allocate FY2017 40/42 funds received (over the required 2 debt payment hold back) for school use.

\$ 400,000.00 \$ 400,000.00

Difference \$ -

September 2017 Property Releases for October 2017 Meeting

NAME	County	Fire	Disposal fee	Late list fee's	Int	TOTALS	REASON
Allison, Tommy			\$320.00			\$320.00	per solid waste has dumpster contract
Anderson, Donald			\$160.00			\$160.00	mobile home has been moved per solid waste
Bailey, Joe			\$160.00			\$160.00	per solid waste no water
Buckner, Roger	\$26.00	\$4.50				\$30.50	SWMH doesn't belong to this Roger Buckner per DMV
Campagna, Kathryn	\$192.35	\$33.29				\$225.64	MH was not there on January 1st
Cantrell, Ralph			\$160.00			\$160.00	only one mobile home on property
Dixon, Aron	\$202.24	\$27.23	\$131.00			\$360.47	granted elderly exemption
Dodd, Marie	\$235.44	\$40.75	\$131.00			\$407.19	granted elderly exemption
Fisher, Gary			\$160.00			\$160.00	per solid waste no power, water, or sewer
Fisher, James	\$232.77		\$29.00			\$261.77	this transferred in 2016 but we needed death cert to complete
Gentry, Peggy	\$149.94	\$23.07	\$160.00			\$333.01	released bill and discovered correct amount because of merge
Goldsmith, Timothy	\$74.80	\$14.39				\$89.19	value adjusted per Board of E & R billing error
Gosnell, Ruben	\$30.35	\$1.75				\$32.10	this was a portion of 9.07 acres sold
Gosnell, Ruben	\$46.97	\$2.71				\$49.68	acreage adjusted
Hensley, R. Dewayne	\$257.08					\$257.08	2016 deferred bill county was foreclosing but taxes got paid
Hensley, R. Dewayne	\$257.08					\$257.08	2015 deferred bill county was foreclosing but taxes got paid
Hensley, R. Dewayne	\$257.08					\$257.08	2014 deferred bill county was foreclosing but taxes got paid
Hensley, R. Dewayne	\$257.08					\$257.08	gave land use back for 2017 since foreclosure proceeding stopped
Hensley, Robert	\$633.01	\$97.39				\$730.40	2016 deferred bill county was foreclosing but taxes got paid
Hensley, Robert	\$633.01	\$97.39				\$730.40	2015 deferred bill county was foreclosing but taxes got paid
Hensley, Robert	\$633.01	\$97.39				\$730.40	2014 deferred bill county was foreclosing but taxes got paid
Hensley, Robert	\$633.01	\$97.39				\$730.40	gave land use back for 2017 since foreclosure proceeding stopped
Lackey, John	\$64.15			\$6.42		\$70.57	per taxpayer mobile home has no title and was sold with land
McCall, Elzie	\$98.23					\$98.23	house on card 1 removed for 2017 per FH
Merrill, Joe			\$160.00			\$160.00	per solid waste no water
Metcalfe, Gerald	\$212.13	\$12.24	\$131.00			\$355.37	granted disability exemption
Metcalfe, Nancy	\$5.88	\$0.90				\$6.78	conveyed .365 to ma 12144
Moore, Evelyn	\$130.00	\$5.00	\$131.00			\$266.00	granted elderly exemption
O'Dell, W.R Est	\$532.47	\$71.68				\$604.15	this should've transferred per will & DC to Jeffrey Proehl
Payne, Roger			\$160.00			\$160.00	per solid waste no water
Penland, Bernice	\$41.96			\$4.20		\$46.16	MH sold and moved to Buncombe County 2013 bill
Penland, Bernice			\$29.00			\$29.00	MH sold and moved to Buncombe County 2011 bill
Penland, Bernice			\$29.00			\$29.00	MH sold and moved to Buncombe County 2010 bill
Penland, Bernice	\$33.75			\$3.38		\$37.13	MH sold and moved to Buncombe County 2016 bill
Penland, Bernice	\$31.39			\$3.14		\$34.53	MH sold and moved to Buncombe County 2017 bill
Penland, Bernice	\$39.03			\$3.90		\$42.93	MH sold and moved to Buncombe County 2014 bill
Penland, Bernice	\$36.30			\$3.63		\$39.93	MH sold and moved to Buncombe County 2015 bill
Powell, Velma	\$11.27	\$1.73		\$1.30		\$14.30	2002 Escape is taxed thru DMV
Ramsey, Ernest			\$160.00			\$160.00	per solid waste no power, water, or sewer
Roland, Alma			\$160.00			\$160.00	per solid waste no power
Rubenstein, Barry			\$160.00			\$160.00	per solid waste no water
Shelton, David	\$215.39	\$12.43	\$131.00			\$358.82	granted elderly exemption
Shelton, Harlon			\$160.00			\$160.00	per solid waste no water
Shelton, Jerry			\$160.00			\$160.00	per solid waste no water
Shook, Pender	\$273.87	\$47.40	\$131.00			\$452.27	granted elderly exemption
The Blender	\$123.73					\$123.73	adjusted value of business personal property
Trotman, Richard			\$160.00			\$160.00	per landfill they issued a temp card
Trotman, Richard	\$207.97	\$12.00				\$219.97	released and discovering on correct value
Trotman, Richard	\$331.45	\$19.12	\$160.00			\$510.57	released and discovering on correct value
Wallin, Jonathan	\$4.68	\$0.90				\$5.58	adjusted value of 2012 utility trailer
Wiltshire, Robert	\$677.84	\$130.35	\$160.00			\$968.19	this should've transferred but we were waiting on death cert
Wyatt, Donald			\$160.00			\$160.00	vacant land
Young, Eugene	\$70.20	\$12.15		\$8.24		\$90.59	appealed value of 1985 truck no longer in use
TOTALS	\$7,892.91	\$863.15	\$3,753.00	\$34.21	\$0.00	\$12,543.27	

September 2017 Refunds for October 2017 Meeting

NAME	County	Fire	Disposal fee	Late list fee's	Int	TOTALS	REASON
Tipton, Dorothy	\$174.49	\$26.84	\$131.00			\$332.33	granted elderly exemption
Smoky Mtn Land	\$707.58	\$27.24			\$4.29	\$739.11	taxed under 8755-46-7279 refund is for 2012-2017
Smoky Mtn Land	\$345.71	\$13.30				\$359.01	this should've had land use
WNC Retirement	\$311.03		\$207.00			\$518.03	sold property to Mars Hill University
TOTALS	\$1,538.81	\$67.38	\$338.00	\$0.00	\$4.29	\$1,948.48	