

State of North Carolina

Minutes

County of Madison

The Madison County Board of Commissioners met in regular session on Tuesday, February 12, 2019 at 7:00 p.m. at the Madison Campus of AB Tech, 4646 Hwy 25-70 Marshall, North Carolina.

In attendance were Chairman Norris Gentry; Vice-Chairman Wayne Brigman; Commissioners Matt Wechtel, Craig Goforth, and Mark Snelson; County Manager Forrest Gilliam; County Attorney Donny Laws; Clerk Mandy Bradley.

The meeting was called to order at 7:01 p.m. by Chairman Gentry.

Agenda Item 1: Agenda Approval

Chairman Gentry called for agenda approval. Vice-Chairman Brigman made a motion to approve the agenda. The motion was seconded by Commissioner Snelson and unanimously approved by the board.

Agenda Item 2: Approval of January 2, 2019 (Special) Minutes, January 8, 2019 (Special) Minutes, January 8, 2019 (Regular), January 22, 2019 (Special) Minutes, January 29, 2019 (Emergency) Minutes

No changes to the minutes were made. Commissioner Wechtel made a motion to approve both sets of minutes as written. The motion was seconded by Vice-Chairman Brigman and unanimously approved by the board.

Agenda Item 3: Public Comment

Donnie Reed-Mr. Reed spoke regarding the proposed asphalt plant.
TJ Reed-Mr. Reed spoke regarding the proposed asphalt plant.
Dean Caldwell- Mr. Caldwell spoke regarding the proposed asphalt plant.
Mona Brandon-Ms. Brandon spoke regarding the proposed asphalt plant.
Hart Barnhill-Mr. Barnhill spoke regarding the proposed asphalt plant.
Ken Yager-Mr. Yager spoke regarding the proposed asphalt plant.
Brandon Quinn-Mr. Quinn spoke regarding the proposed asphalt plant.
Greg Dillingham-Mr. Dillingham spoke regarding the proposed asphalt plant.
Ellen Pearson-Ms. Pearson spoke regarding the proposed asphalt plant.
Natalie Boone-Ms. Boone spoke regarding the proposed asphalt plant.
Tamara Hasty-Ms. Hasty spoke regarding the proposed asphalt plant.
Peter Fland-Mr. Fland spoke regarding the proposed asphalt plant.
Emily Sontag-Ms. Sontag spoke regarding the proposed asphalt plant.
Ann Harold-Ms. Harold spoke regarding the proposed asphalt plant.
Mitch Hampton-Mr. Hampton spoke regarding the proposed asphalt plant.
Morris Frisby-Mr. Frisby spoke regarding the proposed asphalt plant.
Jason York-Mr. York spoke regarding the proposed asphalt plant.
Jim Tibbetts-Mr. Tibbetts spoke regarding the proposed asphalt plant.
Liz Gullum-Ms. Gullum spoke regarding the proposed asphalt plant.
Elizabeth Pantza-Ms. Pantza spoke regarding the proposed asphalt plant.

John Davis-Mr. Davis spoke regarding the proposed asphalt plant.
Hollie West-Ms. West spoke regarding the proposed asphalt plant.
Patti Waltz-Ms. Waltz spoke regarding the proposed asphalt plant.
Darlene Chee-Ms. Chee spoke regarding the proposed asphalt plant.
Debbie Harron-Ms. Harron spoke regarding the proposed asphalt plant.
Dagmar Haubold-Ms. Haubold spoke regarding the proposed asphalt plant.
Jeremiah Batla-At the request of Mr. Batla, his name was withdrawn from speaking during public comment.
Doug Bruggeman-Mr. Bruggeman spoke regarding the proposed asphalt plant.
Sebastian Dunn-Mr. Dunn spoke regarding the proposed asphalt plant.
Sarah Landers-Ms. Landers spoke regarding the proposed asphalt plant.
Shirley Hergenheimer-Ms. Hergenheimer spoke regarding the proposed asphalt plant.
(Attachment 3.1)

Agenda Item 5: Sandy Stevenson; Rotary Club of Madison County, Madison County Visitor's Center, Appalachian Barn Alliance

Ms. Stevenson spoke on behalf of the Madison County Rotary Club. She discussed Rotary's contributions to Madison County. She presented a proclamation and asked that the Commissioners proclaim February 23, 2019 as Rotary Day in Madison County. Chairman Gentry called for a motion to declare February 23, 2019 as Rotary Day in Madison County. Vice-Chairman Brigman made a motion for the declaration. The motion was seconded by Commissioner Wechtel and unanimously approved by the board.
(Attachment 4.1)

Information regarding the Madison County Visitor Center's Annual Report was discussed with the board by Ms. Stevenson. (Attachment 4.2)

The 2018 Year Report for the Appalachian Barn Alliance was presented by Ms. Stevenson and discussed with the board. (Attachment 4.3)

Agenda Item 5: Steven Sparks, North Carolina Department of Transportation

Mr. Sparks discussed with the board how North Carolina transportation projects are funded.
(Attachment 5.1)

Agenda Item 6: Kathy Ray, Board of Elections Director

Ms. Ray discussed with the board an update of voting systems replacement and the Board of Elections. The Elections Systems and Software contract was also presented and reviewed with the board.
(Attachment 6.1)

Agenda Item 7: Phillip Presnell, Information Technology Services Director

Mr. Presnell discussed with the board the conversion of Madison County Office phone lines that aren't yet equipped with internet phone technology to complete the VoIP rollout for all county departments. Mr. Presnell presented a product and service quote from Frontier for funds for the implementation of

this system. Chairman Gentry called for a motion from the board. Vice-Chairman Brigman made a motion that the Board take the requested funds for the new phone service. The motion was seconded by Commissioner Snelson and unanimously approved by the board. (Attachment 7.1)

Agenda Item 8: Norris Gentry, Hot Springs Solar and Battery Storage

Chairman Gentry presented information regarding the Duke Energy project to improve electric reliability for Duke customers in Madison County. (Attachment 8.1)

Agenda Item 9: Brooke Smith, Human Resources

Ms. Smith discussed the need for a school nurse to be employed by the Health Department. She made the recommendation on behalf of the interview team that Kristy Waldrop be hired as a school nurse. Commissioner Brigman moved to hire Kristy Waldrop for the school nurse position. The motion was seconded by Commissioner Snelson and unanimously approved by the board.

Ms. Smith presented the recommendation on behalf of the interview team that James Treadway be hired as a roll-off driver in the Solid Waste Department. Commissioner Wechtel moved to hire James Treadway as a roll-off driver in the Solid Waste Department. The motion was seconded by Commissioner Goforth and unanimously approved by the board.

Ms. Smith recommended on behalf of the interview team that Donna Springer, Jamie Rigsby, and Tracy Helton be approved as part time substitute circulation clerks in the Library. Commissioner Wechtel moved that Donna Springer, Jamie Rigsby, and Tracy Helton be approved as substitute circulation clerks in the library. The motion was seconded by Vice-Chairman Brigman unanimously approved by the board.

Ms. Smith requested on behalf of the interview team that Sharon Stack be approved as the Director of the Madison County Public Library. Commissioner Goforth recommended to employ Sharon Stack as the Director of the County Library System. The motion was seconded by Commissioner Wechtel and unanimously approved by the board.

Ms. Smith formally requested the approval for the restructuring of items in the Zoning and Inspections Department. Commissioner Wechtel made a motion to approve. The motion was seconded by Vice-Chairman Brigman and unanimously approved by the board.

The Employee Assistance Network Contract was discussed with the board by Ms. Smith. She requested the board's approval to authorize the County Manager to sign the EAN Contract so that the County may receive the service for another year. Chairman Gentry stated that he would entertain a motion to approve the contract between Madison County and the Employee Assistance Network and authorize the County Manger to sign said contract. Commissioner Wechtel made a motion to approve. The motion was seconded by Commissioner Snelson and approved unanimously by the board. (Attachment 9.1)

Agenda Item 10: Rhea Hollars, Finance Officer

a. Financials

Ms. Hollars discussed the financial statement for January 2019 with the board. (Attachment 10.1)

b. Budget Amendment

Ms. Hollars discussed Budget Amendment 9 and 9B with the board. Chairman Gentry called for a motion to approve Budget Amendment 9 and the balance of 9B not including the Lottery Funds that were approved separately. Commissioner Goforth made a motion to approve Budget Amendment 9 and 9B. The motion was seconded by Commissioner Wechtel and approved unanimously by the board. (Attachment 10.2)

c. Tax Releases and Refunds

Tax refunds and releases were discussed with the board by Ms. Hollars. Vice-Commissioner Brigman made a motion to approve the tax releases and refunds. The motion was seconded by Commissioner Snelson and unanimously approved by the board. (Attachment 10.3)

d. Vaya Quarterly Report

Ms. Hollars discussed the Vaya Quarterly Report with the board. (Attachment 10.4)

e. Lottery Funds Request

The request from Madison County Schools asking for a portion of lottery funds for payment of the Energy Loan was discussed with the board by Ms. Hollars. Vice-Chairman Brigman made a motion to request that the board release the Lottery Funds requested. The motion was seconded by Commissioner Snelson and approved unanimously by the board. (Attachment 10.5)

Agenda Item 11: Forrest Gilliam, County Manager

a. County Manager Update

b. Lakeway Sanitation Contract

The Lakeway Sanitation Contract extension was discussed with the board. Chairman Gentry called for a motion to approve the Lakeway Sanitation Contract. Vice-Chairman Brigman made a motion to approve. The motion was seconded by Commissioner Goforth and unanimously approved by the board. (Attachment 11.2)

c. Courthouse Charters of Freedom Setting on Behalf of Foundation Forward

Mr. Gilliam discussed the Charters of Freedom setting proposal with the board. Chairman Gentry called for a motion to approve. Commissioner Wechtel made a motion to approve. The motion was seconded by Vice-Chairman Brigman and unanimously approved by the board. (Attachment 11.3)

d. Community Services Block Grant on Behalf of Foundation Forward

The Community Services Block grant application was presented and discussed with the board by Mr. Gilliam. (Attachment 11.4)

e. Surplus Property

Lot 126 at Bear River Lodge previously received an upset bid of \$4,427.50. The upset bid was advertised for upset with no other upset bids being received. Commissioner Wechtel made a motion to accept the offer and sell the property. The motion was seconded by Commissioner Goforth and unanimously approved by the board.

Minutes (cont.)

McDaris Loop Drive received a bid of \$500.00. Vice-Commissioner Brigman made a motion to reject the offer. The motion was seconded by Commissioner Snelson and unanimously approved by the board.

Alvin Fox Trail received a bid of \$400.00. Vice-Commissioner Brigman made a motion to deny the offer. The motion was seconded by Commissioner Snelson and unanimously approved by the board.

Ivy Way Lot #201 received a bid of \$500.00. Commissioner Wechtel made a motion to accept the offer and begin the upset bid process. The motion was seconded by Vice-Commissioner Brigman and unanimously approved by the board.

Lot 122 Bear River Lodge received a bid of \$1,500.00. Vice-Chairman Brigman made a motion to deny the offer. The motion was seconded by Commissioner Snelson. Commissioner Wechtel requested if there was any consideration for a counter offer. Discussion occurred among the board. Chairman Gentry called for the motion on the floor to either stand or be withdrawn. The motion to deny the offer remained standing. Chairman Gentry called for a vote to deny the offer with Vice-Commissioner Brigman, Commissioner Goforth, and Commissioner Snelson voting in favor.

Adjournment

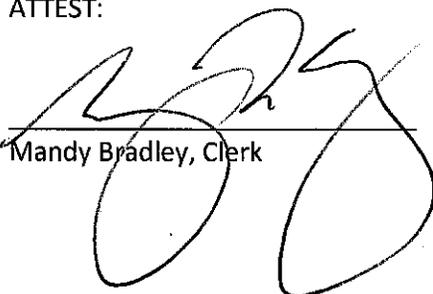
Chairman Gentry called for a motion to adjourn the meeting. Vice-Chairman Brigman made a motion to adjourn. The motion was seconded by Commissioner Goforth and unanimously approved by the board.

This the 12 day of February, 2019.

MADISON COUNTY


Norris Gentry, Chairman
Board of Commissioners

ATTEST:


Mandy Bradley, Clerk

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Madison County Commissioners Meeting Public Comment

February 12, 2019

7:00pm

A-B Tech, Madison Campus

3 Minute Time Limit

----- Public Comment Sign-In Sheet -----

1. Donnie Reed ✓
2. T.S. Keel ✓
3. Dean Caldwell ✓
4. Mona Branden ✓
5. HART BARNHILL ✓
6. KEN YAGER ✓
7. Brandon Quinn ✓
8. GREG DILLINGHAM ✓
9. ELLEN PEARSON ✓
10. Natalie Poome ✓
11. Tamera Hasty ✓
12. Peter Fland ✓
13. Emily Sontag ✓
14. Ann Harold ✓
15. Mitch Hampton ✓
16. Morris Frisby ✓

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Madison County Commissioners Meeting Public Comment

February 12, 2019

7:00pm

A-B Tech, Madison Campus

3 Minute Time Limit

----- Public Comment Sign-In Sheet -----

1. Jason York ✓
2. Jim Tibbetts ✓
3. Liz Gullum ✓
4. Elizabeth Pantzer DVM ✓
5. John Davis ✓
6. Hollie West ✓
7. Patti Waltz ✓
8. Darlene Chee ✓
9. Debbie Harmon ✓
10. Dagnar Haebald ✓
11. Jeremiah Batla ✓
12. Doug Bruzeman ✓
13. Sebastian Dunn ✓
14. Sarah Landers ✓
15. Shirley Hergenheimer ✓



The Rotary Club of Madison County was started in 2004. We decided early on that our focus would be on the youth of the county. But, we also contribute to other needs. Each year since 2007, we have held a bike ride that raises approximately \$15,000 and a golf tournament for another \$2000. Approximately 80% of that goes back to Madison County.

In a typical year

Money invested in Madison County:

- \$2000 per year College Scholarship to a 4-year institution
- \$2000 scholarship for a student to attend A-B Tech
- \$500 to a student for 4 Way Essay Test Award
- \$4000 to different youth groups in Make-A-Difference grants
- Deliver approximately 200 dictionaries to all 3rd graders
- Deliver approximately 200 dictionaries to all 2nd graders
- Pay for the Junior Achievement materials for the students in 3rd, 4th, 5th, and 8th grades
- Honor 9 school employees with plaques
- Recognize 9 Madison High students with plaques for Student of the Month
- Recognize 9 Madison High Early College students with plaques for Student of the Month
- Sponsor an Interact Club at Madison High
- Send from 2 to 4 students to a leadership camp for a week in the summer (in 2019 the schedule changes to a long weekend)
- Collect food & distribute to Neighbors in Need
- \$300 to the Beacon of Hope and \$300 to Neighbors in Need for fuel and food
- Gifts and food for members of families at Christmas
- Teddy bears to Sheriff's Department for trauma situations

Volunteer hours in the county:

- Clean the stretch of North Main Street in Mars Hill 4 times during the year (Adopt a Highway)
- Clean a stretch of stream in the county
- Teach every 8th grader and 50% or more of the 3rd, 4th and 5th graders (usually around 400 students) the Junior Achievement Curriculum on staying in school and choosing a career
- Provide a good percentage of the coaching and judging slots for the Graduation Project
- Provide over 240 hours of time mentoring/coaching students

Other money goes to worthy Rotary International Projects:

- Wheelchair project
- Shelter Box project
- Money to Haiti
- Alzheimer Research
- Polio Plus

Rotary International Proclamation

WHEREAS, Rotary International, founded on February 23, 1905 in Chicago, Illinois USA, is the world's first and one of the largest non-profit service organizations; and

WHEREAS, there are over 1.2 million Rotary club members comprised of professional and business leaders in over 32,000 clubs in 200 countries and geographic areas; and

WHEREAS, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

WHEREAS, Rotary funds club projects and sponsors volunteers with community expertise to provide medical supplies, health care, clean water, food production, job training, and education to millions in need, particularly in developing countries; and

WHEREAS, Rotary in 1985 launched Polio Plus and spearheaded efforts with the World Health Organization, U.S Centers for Disease Control and Prevention, and UNICEF to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, Rotary is the world's largest privately-funded source of international scholarships and promotes international understanding through scholarships, exchange programs and humanitarian grants; and

WHEREAS, more than 47,000 students from 110 countries have studied abroad since 1947 as Rotary Ambassadorial Scholars; and

WHEREAS, Rotary's Group Study Exchange program has helped more than 57,000 young professionals explore their career fields in other countries; and

WHEREAS, 7,000 secondary-school students each year experience life in another country through Rotary's Youth Exchange Program; and

WHEREAS, there are over 1.2 million Rotary club members in more than 32,000 clubs throughout the world sponsoring service projects to address such critical issues as poverty, health, hunger, illiteracy, and the environment in their local communities, and abroad.

Therefore, the Board of Commissioners of Madison County hereby proclaim February 23, 2019 as Rotary Day in Madison County, and encourage all citizens to join us in recognizing Rotary International for its more than 100 years of service to improving the human condition in local communities around the world.

Annual Report of the Madison County Visitor Center for 2018

Attachment 4.2

Presented to Partners

Current members of the Visitor Center Board of Directors met four times during the year:

Madison County Government:	Forrest Gilliam
Madison County TDA:	Bill Ricker
Madison County Chamber:	O'Neal Shelton
Town of Mars Hill:	Bob Zink, Vice Chair
Town of Marshall:	Nancy Allen
Town of Hot Springs:	Stacey Geyer
Mars Hill University:	Fifi DeGroot, Secretary
Hot Springs Health Program:	Larry Burda, Chair
At Large member:	Claudia Reavis, Treasurer

Current staff:

Director:	Lorri Helms Through December; Sandy Stevenson beginning December 1
Assistant Director:	Claudia Reavis (when directors are not there) + handles marketing
Associate Director:	Melanie Kraft (6 hours per week) serves when Sandy is not there beginning December 1

The Staff and Volunteers

- Staffed 20 hours a week by salaried Director (Lorri Helms) during the 2018 year; remainder by volunteers. Assistant Director (Claudia Reavis—Chamber office manager) is available for questions and handles marketing. Changed in December to be staffed by Director (Sandy Stevenson) for 14 hours per week and Associate Director (Melanie Kraft) for 6 hours per week. Back up coverage importance.
- Total of 1343 volunteer hours in 2018 (thanked at a luncheon in December)
- Website work is handled by Lorri Helms

Marketing:

- See next page for promotion handled by Claudia Reavis
- Staffed a booth at Annual Tourism Day at Welcome Center on I – 26 in May
- Weekly newsletter email subscribers remains steady at about 530.

Budget:

- Total annual income (partnership support, merchandise from map, postcards + internet supplement from Chamber) was \$38,471
- Total annual expenses were \$34,426

Contact with the public:

- Walk In decrease by 6% and Phone/Email decrease of 22%
- Web Visits decrease by 27%. Process of converting to a new website (being paid from by TDA) went on all year. And google analytics were not connected for the last 7 weeks of the year

Future Plans

- Updated/upgraded visitmadisoncounty.com website. Paid for by TDA

Annual Report of the Madison County Visitor Center for 2018

Page 2

2018 MARKETING REPORT:

- Advertised with The Chart Group for motel room television ads
- Madison County/WNC Map (20,000 copies) and ad in Asheville/WNC Map (500,000) copies with Mountain Meadows Publications
- Three outdoor billboards (two on I-26 and one on I-240) with Fairway Outdoor Advertising
- Membership in Civil War Trails to provide maintenance, marketing & administration of signs in Mars Hill, Marshall & Warm Springs
- Placed ads for three months in The Angler Magazine
- Spring/Summer Edition and Fall/Winter Edition of Make Madison Memories Tour Guide by Citizen-Times
- Advertised in Local Outdoor Adventure
- Participated in WLOS-TV Road Trippin' along with seven other Madison County businesses
- Promoted Madison County Tourism in Romantic Asheville Travel Guide
- Ran a 15-second ad on WLOS-TV during the evening news for 10 days for 3 months

APPALACHIAN BARN ALLIANCE -- 2018 year report

The APPALACHIAN BARN ALLIANCE was formed in late 2012 with a mission to preserve our agricultural heritage by documenting the barns and farms through oral histories, photographs and architectural drawings. To do this, we have raised money to contract with a researcher to perform that task. This information goes into an archival database on the organization's website and is shared with the Southern Appalachian Archives at Mars Hill University and the state Cultural Resources Department of Archives and History. We also produce self-guided tour brochures to attract more tourists to the area. The long-term goal is to establish a heritage farmstead in Madison County displaying all the information collected and being the site to showcase a working farm.

A summary of the accomplishments of the APPALACHIAN BARN ALLIANCE over the last year.

- The ALLIANCE has completed the documentation of the sixth township—South Marshall.
- The ALLIANCE now has archival information on over 100 historically significant barns.
- The ALLIANCE has taken initial steps to establish a Heritage Farmstead in the county
 - Official announcement of a site search was printed in the *News Record Sentinel*, the *Asheville Citizen Times* as well as on our Facebook page and sent to our email group
 - Board members have been looking at possible locations
 - We have written grants to pay for a consultant to develop a plan to move forward
- The ALLIANCE was recipient of another historic barn and several large farm implements An important step to establishing a Heritage Farmstead.
- The ALLIANCE continued fundraising events
 - The fifth annual Barn Day in May featuring a guided tour of barns, followed by a dinner, auction, and local music. We attracted attendees from beyond Madison County. This is the signature event of Barn Month which also showcased barns at the Madison County Arts Council and Zuma.
 - The third annual "A Seat at the Table" at The Farmers Hands featuring a Farm to Table Dinner combined with a tour of the barn on the property.
 - Benefit Concert: Spring concert with Ben Phan
 - Quilt Raffle—concluding at Bluff Mountain Festival
- The ALLIANCE conducted five van tours of barns during the year.
- The ALLIANCE raised funds through memberships, donations and business supporters that increased by 18% from the previous year
- The ALLIANCE received a \$8,000 grant from the Madison County TDA to help begin planning for a Heritage Farmstead

We will continue with our primary goal to document barns in the rest of the townships. The rate at which this happens is dependent on the money that we raise. We are beginning to work on the additional goal of establishing a Heritage Farmstead.

Specific goals for 2018:

- Continue the work to establish a Heritage Farmstead
- Complete documentation of historically significant barns
- Expand participants and events in Barn Month in May
- Add a new fundraising event—Saints of Paint Gala Art Show & Dinner in June
- Establish a regular advertised schedule of barn tours—one a month from April through October
- Continue raising funds through grant applications, fundraisers, donations, business support, and memberships

www.appalachianbarns.org is a 501(c)(3) non-profit organization

Board members—Sandy Stevenson, David Wyatt, Rob Kraft, Keith Ray, Janet Foster, Jeannie Blethen, Matthew Pierce, Mike Foster, Sara Nichols, Jack Thomson

STRATEGIC TRANSPORTATION INVESTMENTS

- New funding formula for NCDOT's Capital Expenditures called the Strategic Mobility Formula
- House Bill 817 signed into Law June 2013
- Most significant NC transportation legislation since 1989 Highway Trust Fund
- Created a Prioritization Workgroup to provide recommendations to NCDOT on weights and criteria



11208 JOHN GALT BLVD
 OMAHA, NE 68137-2364
 (402) 593-0101

Sales Order Agreement

Customer P.O. #: _____

1st Election Date: To be Agreed Upon by the Parties

Estimated Delivery Date: To be Agreed Upon by the Parties

Phone Number: (828) 648-3731

Fax Number: (826) 648-0187

Customer Contact, Title: Kathy Ray - Director

Customer Name: Madison County, North Carolina

Type of Sale: NEW
 Type of Equip: NEW REFURBISHED

Bill To: _____
Madison County, North Carolina
Kathy Ray - Director
P.O. Box 142
Marshall, NC 28753

Ship To: _____
Madison County, North Carolina
Kathy Ray - Director
5707 Hwy. 25-70 - Room 12
Madison County, North Carolina

Item	Description	Qty	Price	Total
1	DS200 Model DS200 Scanner with Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll, and One (1) Standard 4GB Memory Device	18	\$5,750.00	\$103,500.00
2	DS200 Tote Bin	18	\$225.00	\$4,050.00
3	DS200 Standard 4GB Memory Device (Additional)	18	\$105.00	\$1,890.00
4	DS200 Equipment Installation	18	\$115.00	\$2,070.00
5	Customer Discount & Trade-In Allowance Equipment Being Traded-In by Customer Includes: 83 - iVotronic Terminal 79 - iVotronic Booth with RTAL Printer	1	(\$24,808.27)	(\$24,808.27)
6	Shipping Shipping & Handling	1	\$2,320.00	\$2,320.00

Order Subtotal	\$ 89,021.73
Discount	\$ -
Order Total	\$ 89,021.73

Freight Billable: yes no

 Mac Beason
 Regional Sales Manager

 Customer Signature Date

 V.P. of Finance Date

 Title

Trade-In Equipment:
 ES&S will coordinate and pay for the pickup and transportation of the trade-in equipment from Customer's site on a date to be mutually agreed upon by the parties.
 ES&S is responsible for preparing, packaging and palletizing the trade-in equipment for shipment.

Special Notes:

Sales Order Agreement

Payment Terms	<p>Credit on Account of \$18,204.92 will be applied towards Order Total.</p> <p>\$70,816.81 of Order Total due Thirty (30) Calendar Days after the later of (a) Equipment Delivery, or (b) Receipt of Corresponding ES&S Invoice.</p> <p>Note 1: Any applicable state and local taxes are not included, and are the responsibility of the Customer.</p> <p>Note 2: In no event shall Customer's payment obligations hereunder, or the due dates for such payments, be contingent or conditional upon Customer's receipt of federal and/or state funds.</p>
Warranty Period (Years):	One (1) Year From Equipment Delivery
Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period)	
The terms, conditions, and pricing for the Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period) are set forth in Exhibit A attached hereto.	
SEE GENERAL TERMS AND CONDITIONS	

GENERAL TERMS

1. **Purchase/License Terms.** Subject to the terms and conditions of this Agreement, ES&S agrees to sell and/or license, and Customer agrees to purchase and/or license, the ES&S Equipment, ES&S Software and ES&S Firmware described on the front side of this Agreement. The ES&S Firmware and ES&S Software are collectively referred to hereinafter as the "ES&S Software." The payment terms for the ES&S Equipment and ES&S Software are set forth on the front side of this Agreement. Title to the ES&S Equipment shall pass to Customer when Customer has paid ES&S the total amount set forth on the front side of this Agreement for the ES&S Equipment. This consideration for ES&S' grant of the license during the Initial Term for the ES&S Firmware is included in the cost of the ES&S Equipment.
2. **Grant of Licenses.** Subject to the terms and conditions of this Agreement, ES&S hereby grants to Customer nonexclusive, nontransferable licenses for its bona fide full time, part time or temporary employees to use the ES&S Software and related Documentation in the Jurisdiction while Customer is using the ES&S Equipment and timely pays the applicable annual ES&S Software License, Maintenance and Support Fees set forth on Schedule A1. The licenses allow such bona fide employees to use and copy the ES&S Software (in object code only) and the Documentation, in the course of operating the ES&S Equipment and solely for the purposes of defining and conducting elections and tabulating and reporting election results in the Jurisdiction.
3. **Prohibited Uses.** Customer shall not take any of the following actions with respect to the ES&S Software or the Documentation:
 - a. Reverse engineer, decompile, disassemble, re-engineer or otherwise create, attempt to create, or permit, allow or assist others to create, the source code or the structural framework for part or all of the ES&S Software;
 - b. Cause or permit any use, display, loan, publication, transfer of possession, sublicensing or other dissemination of the ES&S Software or Documentation, in whole or in part, to or by any third party without ES&S' prior written consent; or
 - c. Cause or permit any change to be made to the ES&S Software without ES&S' prior written consent; or
 - d. Allow a third party to cause or permit any copying, reproduction or printing of any output generated by the ES&S Software (except finished ballots by ballot printers selected by Customer) in which ES&S owns or claims any proprietary intellectual property rights (e.g., copyright, trademark, patent pending or patent), including, but not limited to, any ballot shells or ballot code stock.
4. **Term of Licenses.** The licenses granted in Section 2 shall commence upon the delivery of the ES&S Software described in Section 2 and shall continue for a one (1) year period (the "Initial License Term"). Upon expiration of the Initial License Term, the licenses shall automatically renew for an unlimited number of successive one-year periods (each a "License Renewal Term") upon the payment by Customer of the annual software license and software maintenance and support fee as set forth on the front side of this Agreement. ES&S may terminate either license if Customer fails to pay the consideration due for, or breaches Sections 2, 3, or 9 with respect to, such license. Upon the termination of either of the licenses granted in Section 2 for ES&S Software or upon Customer's discontinuance of the use of any ES&S Software, Customer shall immediately return such ES&S Software and the related Documentation (including any and all copies thereof) to ES&S, or (if requested by ES&S) destroy such ES&S Software and Documentation and certify in writing to ES&S that such destruction has occurred.
5. **Updates.** During the Initial License Term or any License Renewal Term, ES&S may provide new releases, upgrades or maintenance patches to the ES&S Software, together with appropriate Documentation ("Updates"), on a schedule defined by ES&S. Customer is responsible for obtaining any upgrades or purchases of Third Party Items required to operate the Updates as well as the cost of any replacements, retrofits or modifications to the ES&S Equipment which may be necessary in order to operate the Updates. All Updates shall be deemed to be ES&S Software for purposes of this Agreement upon delivery. Customer may install the Updates in accordance with ES&S' recommended instructions or may request that ES&S install the Updates. ES&S may charge Customer at its then-current rates to (i) install the Updates; (ii) train Customer on Updates, if such training is requested by Customer or (iii) provide maintenance and support on the ES&S Software that is required as a result of Customer's failure to timely or properly install an Update. Customer shall be responsible for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee which is caused by Customer's failure to install and use the most recent Update provided to it by ES&S. If Customer proposes changes in the ES&S Software to ES&S, such proposals will become ES&S' property. ES&S may, in its sole discretion, elect to make or not to make such changes without reference or compensation to Customer or any third party. ES&S represents to Customer that the Updates will comply with all applicable state law requirements at the time of delivery. Customer shall be responsible to ensure that it has installed and is using only certified versions of ES&S Software in accordance with applicable law. In the event that any Updates are required due to changes in state law, ES&S reserves the right to charge Customer for the following:
 - (i) the total cost of any third party items that are required in order to operate the Updates;
 - (ii) the total cost of any replacements, retrofits or modifications to the ES&S Equipment contracted for herein that may be developed and offered by ES&S in order for such ES&S Equipment to remain compliant with applicable laws and regulations; and
 - (iii) Customer's pro-rata share of the costs of designing, developing and/or certification by applicable federal and state authorities of such state mandated Updates.Customer's pro-rata share of the costs included under subsection (iii) above shall be determined at the time by dividing the number of registered voters in Customer's jurisdiction by the total number of registered voters in all counties in Customer's state to which ES&S has sold and/or licensed the Equipment and/or Licensed Software purchased and licensed by Customer under this Agreement. Customer shall pay ES&S the entire costs incurred for design, development and certification of any Update which is required due to a change in local law or is otherwise requested or required by Customer.
6. **Delivery; Risk of Loss.** The Estimated Delivery Dates and First Election Use (if any) set forth on the front side of this Agreement are estimates and may only be established or revised, as applicable, by the parties, in a written amendment to this Agreement, because of delays in executing this Agreement, changes requested by Customer, product availability and other events. ES&S will notify Customer of such revisions as soon as ES&S becomes aware of such revisions. Risk of loss for the ES&S Equipment and ES&S Software shall pass to Customer when such items are delivered to Customer's designated location. Upon transfer of risk of loss to Customer, Customer shall be responsible for obtaining and maintaining sufficient casualty insurance on the ES&S Equipment and ES&S Software and shall name ES&S as an additional insured thereunder and, at ES&S' request, shall deliver written evidence thereof to ES&S until all amounts payable to ES&S under this Agreement have been paid by Customer.
7. **Warranty.**
 - a. **ES&S Equipment/ES&S Software.** ES&S warrants that for a one (1) year period (the "Warranty Period"), it will repair or replace any component of the ES&S Equipment or ES&S Software which, while under normal use and service: (i) fails to perform in accordance with its Documentation in all material respects, or (ii) is defective in material or workmanship. The Warranty Period will commence upon delivery. The Warranty shall not include the repair or replacement of any ES&S Equipment components that are consumed in the normal course of operating the ES&S Equipment, including printer ribbons, printer cartridges, paper rolls, batteries, removable media storage devices, PCMCIA cards or marking devices. Any repaired or replaced item of ES&S Equipment or ES&S Software shall be warranted only for the unexpired term of the Warranty Period. All replaced components of the ES&S Equipment or ES&S Software will become the property of ES&S. This warranty is effective provided that (i) Customer notifies ES&S within three (3) business days of the discovery of the failure of performance or defect and is otherwise in compliance with its obligations hereunder, (ii) the ES&S Equipment or ES&S Software to be repaired or replaced has not been repaired, changed, modified or altered except as authorized or approved by ES&S, (iii) the ES&S Equipment or ES&S Software to be repaired or replaced is not damaged as a result of accident, theft, vandalism, neglect, abuse, use which is not in accordance with instructions or specifications furnished by ES&S or causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, floods, riots, acts of war, terrorism or insurrection, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, and (iv) Customer has installed and is using the most recent update provided to it by ES&S. This warranty is void for any units of equipment which: (i) have not been stored or operated in a temperature range according their specifications, (ii) have been severely handled so as to cause mechanical damage to the unit, or (iii) have been operated or handled in a manner inconsistent with reasonable treatment of an electronic product. The terms of post-warranty license, maintenance and support are set forth on Exhibit A.
 - b. **Exclusive Remedies/Disclaimer.** IN THE EVENT OF A BREACH OF SUBSECTION 7(a), ES&S' OBLIGATIONS, AS DESCRIBED IN SUCH SUBSECTION, ARE CUSTOMER'S SOLE AND EXCLUSIVE REMEDIES. ES&S EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, WHICH ARE NOT SPECIFICALLY SET FORTH IN THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. FURTHER, IN THE EVENT CUSTOMER DECLINES ES&S' INSTALLATION AND ACCEPTANCE TESTING SERVICES OR IN ANY WAY AT ANY TIME ALTERS, MODIFIES OR CHANGES ANY EQUIPMENT, SOFTWARE, THIRD PARTY ITEMS AND/OR NETWORK (COLLECTIVELY "SYSTEM") CONFIGURATIONS WHICH HAVE BEEN PREVIOUSLY INSTALLED BY ES&S OR WHICH ARE OTHERWISE REQUIRED IN ACCORDANCE WITH THE CERTIFIED VOTING SYSTEM CONFIGURATION, ALL WARRANTIES OTHERWISE PROVIDED HEREUNDER WITH RESPECT TO THE SYSTEM PURCHASED, LEASED, RENTED AND/OR LICENSED UNDER THIS AGREEMENT SHALL BE VOID AND OF NO FURTHER FORCE AND EFFECT.
 8. **Limitation Of Liability.** Neither party shall be liable for any indirect, incidental, punitive, exemplary, special or consequential damages of any kind whatsoever arising out of or relating to this Agreement. Neither party shall be liable for the other party's negligent or willful misconduct. ES&S' total liability to Customer arising out of or relating to this Agreement shall not exceed the aggregate amount to be paid to ES&S hereunder. By entering into this Agreement, Customer agrees to accept responsibility for (a) the selection of, use of and results obtained from any equipment, software or services not provided by ES&S and used with the ES&S Equipment or ES&S Software; or (b) user errors, voter errors or problems encountered by any individual in voting that are not otherwise a result of the failure of ES&S to perform. ES&S shall not be liable under this Agreement for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee that is caused by (y) Customer's failure to timely or properly install and use the most recent update provided to it by ES&S or (z) Customer's election not to receive, or to terminate, the Hardware Maintenance Services or the ES&S Software Maintenance and Support.
 9. **Proprietary Rights.** Customer acknowledges and agrees as follows:

ES&S owns the ES&S Software, all Documentation and training materials provided by ES&S, the design and configuration of the ES&S Equipment and the format, layout, measurements, design and all other technical information associated with the ballots to be used with the ES&S Equipment. Customer has the right to use the aforementioned items to the extent specified in this Agreement. ES&S also owns all patents, trademarks, copyrights, trade names and other proprietary or intellectual property in, or used in connection with, the aforementioned items. The aforementioned items also contain confidential and proprietary trade secrets of ES&S that are protected by law and are of substantial value to ES&S. Customer shall keep the ES&S Software and related Documentation free and clear of all claims, liens and encumbrances and shall maintain all copyright, trademark, patent or other intellectual or proprietary rights notices that are set forth on the ES&S Equipment, the ES&S Software, the Documentation, training materials and ballots that are provided, and all permitted copies of the foregoing.
 10. **Termination.** This Agreement may be terminated, in writing, at any time by either party if the other party breaches any material provision hereof and does not cure such breach within 30 days after it receives written notification thereof from the non-breaching party.
 11. **Disputes.**
 - a. **Payment of Undisputed Amounts.** In the event of a dispute between the parties regarding (1) a product or service for which payment has not yet been made to ES&S, (2) the amount due ES&S for any product or service, or (3) the due date of any payment, Customer shall nevertheless pay to ES&S when due all undisputed amounts. Such payment shall not constitute a waiver by Customer or ES&S of any of its rights and remedies against the other party.
 - b. **Remedies for Past Due Undisputed Payments.** If any undisputed payment to ES&S is past due more than 30 days, ES&S may suspend performance under this Agreement until such amount is paid. Any disputed or undisputed payment not paid by Customer to ES&S when due shall bear interest from the due date at a rate equal to the lesser of one and one-half percent per month or the maximum amount permitted by applicable law for each month or portion thereof during which it remains unpaid.
 12. **Assignment.** Except in the case of a reorganization of the assets or operations of ES&S with one or more affiliates of ES&S or the sale, transfer or assignment of all or substantially all of the assets of ES&S to a successor who has asserted its intent to continue the business of ES&S, neither party may assign or transfer this Agreement or assign, subcontract or delegate any of its rights, duties or obligations hereunder without the prior written consent of the other party hereto, such consent not to be unreasonably withheld or conditioned, nor unduly delayed.
 13. **Compliance with Laws.** ES&S warrants to Customer that, at the time of delivery, the ES&S Equipment and ES&S Software sold and licensed under this Agreement will comply with all applicable

requirements of federal and state election laws and regulations that are mandatory and effective as of the Effective Date and will have been certified by the appropriate state authorities for use in Customer's state. In addition, ES&S shall comply with the requirements set forth in the Election Systems Certification Program issued by the North Carolina State Board of Elections which are mandatory and effective as of the Effective Date and which are incorporated herein by this reference. The ES&S Equipment and ES&S Software, including all components will be provided to Customer with a hardened network for the election management software ("EMS"). In accordance with the guidelines of the United States Election Assistance Commission. During the Term of this Agreement, in the event Customer fails to maintain EMS in the hardened network or allows any internal or external access to the hardened network, Customer agrees to indemnify and hold harmless ES&S from and against any and all claims, damages, losses, fees, obligations, liabilities, judgments, assessed damages, costs, expenses (including reasonable attorney's fees) and the like arising out of or related to the Customer's breach of its obligations hereunder.

In addition and in accordance with N.C.G.S.A. § 163A-1117, ES&S agrees to (i) operate a training program for qualification of county personnel under N.C.G.S.A. § 163-165 with training offered within the State of North Carolina and (ii) not dishonor warranties merely because the county is employing qualified personnel to maintain the voting system as long as the county:

- a. Pays the costs of the annual software licensing agreement for that county.
- b. Ensures that equipment (i) remains in full compliance with State certification requirements and (ii) remains in stock and supply available to the county for up to five years after the vendor discontinues distribution or sale of the equipment.
- c. Maintains a tracking record to record and timely report all hardware issues and all repairs and provides those records for review by the vendor and by the State Board.
- d. Provides that only parts provided by the vendor would be used to repair the vendor's equipment, contingent on (i) the county being able to purchase necessary parts in a timely manner from the vendor and (ii) the vendor providing the equipment at least at the lowest price at which it sells the equipment to any other customer in the United States.
- e. Accepts financial responsibility for expenses related to voting equipment failure during an election if the failure is caused solely by work of the county technician.

14. **Voting System Reviews.** In the event that the Jurisdiction or the State require any future reviews or examinations ("Reviews") of current or previous versions of state-certified ES&S voting systems or components thereof that are not otherwise required as a result of any changes or modifications voluntarily made by ES&S to the ES&S Software and/or ES&S Equipment licensed and sold hereunder, Customer shall be responsible for:

- (i) Customer's pro-rata share of such Review costs;
- (ii) Customer's pro-rata share of the costs of designing, developing, manufacturing and/or certification by applicable federal and state authorities of any mandated modifications to the ES&S Equipment and/or ES&S Software that may result from such Reviews; and
- (iii) the total cost of any third party items that are required in order for the ES&S Equipment and/or ES&S Software to satisfy any new requirements resulting from such Reviews in order to remain certified;

Customer's pro-rata share of the costs included under subsections 14(i) and 14(ii) above shall be determined at the time by dividing the number of registered voters in Customer's jurisdiction by the total number of registered voters in all counties in Customer's state to which ES&S has sold and/or licensed the ES&S Equipment and/or ES&S Software purchased and licensed by Customer under this Agreement.

15. **Entire Agreement.** This Agreement, including all exhibits hereto, shall be binding upon and inure to the benefit of the parties and their respective representatives, successors and assigns. This Agreement, including all Exhibits hereto, contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede and replace any and all other prior or contemporaneous discussions, negotiations, agreements or understandings between the parties, whether written or oral, regarding the subject matter hereof. Any provision of any purchase order, form or other agreement which conflicts with or is in addition to the provisions of this Agreement shall be of no force or effect. In the event of any conflict between a provision contained in an Exhibit to this Agreement and these General Terms, the provision contained in the Exhibit shall control. No waiver, amendment or modification of any provision of this Agreement shall be effective unless in writing and signed by the party against whom such waiver, amendment or modification is sought to be enforced. No consent by either party to, or waiver of, a breach by either party shall constitute a consent to or waiver of any other different or subsequent breach by either party. This Agreement shall be governed by and construed in accordance with the laws of the State in which the Customer resides, without regard to its conflicts of laws principles. The parties agree that venue for any dispute or cause of action arising out of or related to this Agreement shall be in the state and federal courts of the United States located in the State in which the Customer resides. ES&S is providing equipment, software and services to Customer as an independent contractor, and shall not be deemed to be a "state actor" for purposes of 42 U.S.C. § 1983. ES&S may engage subcontractors to provide certain of the equipment, software or services, but shall remain fully responsible for such performance. The provisions of Sections 1-5, 7(b), 8, 9, 11(b), 12-15 these General Terms shall survive the termination of this Agreement, to the extent applicable.

EXHIBIT A
HARDWARE MAINTENANCE AND SOFTWARE LICENSE, MAINTENANCE AND SUPPORT
SERVICES
(POST-WARRANTY PERIOD)

ARTICLE I
GENERAL

1. **Term; Termination.** This Exhibit A for Hardware Maintenance and Software License, Maintenance and Support Services shall be in effect for the coverage period as described in Schedule A1 (the "Initial Term"). Upon expiration of the Initial Term, this Exhibit A shall automatically renew for an unlimited number of successive **One-Year Periods** (each a "Renewal Period") until this Exhibit A is terminated by the first to occur of (a) either party's written election not to renew, which shall be delivered to the other party at least thirty (30) days prior to the end of the Initial Term or any Renewal Period, as applicable, (b) the date which is thirty (30) days after either party notifies the other that it has materially breached this Exhibit A, if the breaching party fails to cure such breach (except for a breach pursuant to subsection (e), which will require no notice), (c) the date which is thirty (30) days after ES&S notifies Customer that it is no longer able to procure replacement parts that may be needed in order to perform the Hardware Maintenance Services contemplated hereunder, (d) the date on which the Equipment or firmware installed thereon is no longer certified by federal and/or state authorities for use in Customer's jurisdiction, or (e) the date which is thirty (30) days after Customer fails to pay any amount due to ES&S under this Exhibit A. The termination of this Exhibit A shall not relieve Customer of its liability to pay any amounts due to ES&S hereunder and shall only entitle Customer to a prorated refund of any fees already paid to ES&S in the event that this is Exhibit A is terminated pursuant to subsection 1(c) or 1(d) above.

2. **Fees.** In consideration for ES&S' agreement to provide Hardware Maintenance and Software License, Maintenance and Support Services under this Exhibit A, Customer shall pay to ES&S the Hardware Maintenance and Software License, Maintenance and Support Fees set forth on Schedule A1 for the Initial Term. The Hardware Maintenance and Software License, Maintenance and Support Fees for the Initial Term are due as set forth on Schedule A1. ES&S may increase the Hardware Maintenance and Software License, Maintenance and Support Fees for a Renewal Period by not more than 5% of the amount of the most recent Fees paid by Customer. All fees for any Renewal Period shall be due and payable no later than thirty (30) days prior to the beginning of such Renewal Period. The Software License, Maintenance and Support Fee shall be comprised of (i) a fee for the Software License, Maintenance and Support provided for the ES&S Firmware, and (ii) a fee for the Software License, Maintenance and Support provided for all other ES&S Software, and shall be in addition to any fees or charges separately referred to in any Section of this Exhibit A. If Customer elects to receive Software License, Maintenance and Support for an Add-On or New Product during the Initial Term or any Renewal Period thereof, ES&S will charge an incremental Software License, Maintenance and Support Fee for such services.

ARTICLE II
HARDWARE

1. **Maintenance Services.** The Hardware Maintenance Services to be provided to Customer under this Agreement for the ES&S equipment set forth on Schedule A1 (the "Products") shall be subject to the following terms and conditions:

a. **Routine Maintenance Services.** An ES&S Representative shall provide such services as may be necessary to keep the Products working in accordance with their Documentation, normal wear and tear excepted ("Normal Working Condition"). The services provided by ES&S pursuant to this Subsection 1(a) are referred to herein as "Routine Maintenance Services. Routine Maintenance Services shall be provided once each **Twelve (12) Months** during the Initial Term or any Renewal Period thereof. Generally, Routine Maintenance Services shall include cleaning, lubrication, diagnostic check, and calibration

services. The Routine Maintenance Services shall not include the repair or replacement of any ES&S Equipment components that are consumed in the normal course of operating the Equipment, including, but not limited to, printer ribbons, printer cartridges, paper rolls, batteries, removable media storage devices, PCMCIA cards or marking devices. Customer may request that Routine Maintenance Services be performed more than once during the Initial Term or any Renewal Period. Any such request shall be made at least sixty (60) days before the Routine Maintenance Services are desired. The per-unit fee for such additional Routine Maintenance Services is set forth on Schedule A1 and shall be due within thirty (30) days after invoice date. ES&S will schedule the Routine Maintenance Services with Customer. The Routine Maintenance Services will be provided at Customer's Designated Location. Customer's "Designated Location" shall mean Customer's owned or leased facility at which Customer desires ES&S to perform the Hardware Maintenance Services.

b. **Repair Services.**

i. **Defects Under Normal Use and Service.** If a defect or malfunction occurs in any Product while it is under normal use and service, Customer shall promptly notify ES&S, and ES&S shall use reasonable efforts to restore the item to Normal Working Condition as soon as practicable. The services provided by ES&S pursuant to this Subsection 1(b)(i) are referred to herein as "Repair Services". ES&S will perform Repair Services in conjunction with a Routine Maintenance Service event at the Customer's Designated Location.

ii. **Defects Due to Customer Actions or Omissions.** If a defect or malfunction occurs in any Product as a result of (1) repairs, changes, modifications or alterations not authorized or approved by ES&S, (2) accident, theft, vandalism, neglect, abuse or use that is not in accordance with instructions or specifications furnished by ES&S or (3) causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, flooding, riots, acts of war, terrorism or insurrection, labor disputes, transportation delays, governmental regulations, and utility or communication interruptions, rodent infestation, or if Customer does not notify ES&S within 72 hours after it knows of the defect or malfunction, Customer shall pay ES&S for the Repair Services at ES&S' then-current rates, as well as for the cost of all parts used in connection with such Repair Services.

iii. **Timing.** The date(s) on which any Repair Services shall be provided shall be mutually agreed upon by ES&S and Customer. If Customer requires ES&S to provide "emergency" Repair Services (which shall be defined as Repair Services that are provided by ES&S within 48 hours after Customer notifies ES&S of the need therefore), and such emergency Repair Services are not needed as a result of an action, error or omission by ES&S, Customer shall pay a surcharge, as set forth on Schedule A1.

iv. **Loaner Unit.** At Customer's request and if such product is available, ES&S shall use reasonable efforts to promptly make available to Customer a product that is the same as, or substantially similar to, the Product for which Repair Services are being performed (a "Loaner Unit"). If the Repair Services are being performed pursuant to Subsection 1(b)(ii) above, Customer shall pay ES&S for the use of the Loaner Unit at ES&S' then-current rates including the cost of shipping.

c. **Exclusions.** ES&S has no obligation under this Agreement to (i) assume the obligations under any existing or expired warranty for a Third Party Item; (ii) repair or replace Product components that are consumed in the normal course of operating the Product, including, but not limited to, printer ribbons, printer cartridges, paper rolls, batteries, removable media storage devices, PCMCIA cards or marking devices, or (iii) repair any Product from which the serial number has been removed or altered. In addition, ES&S may, at any time in

its discretion, determine that any Product is no longer fit for Hardware Maintenance Services because it is in such poor condition that it cannot practically be restored to Normal Working Condition, or cannot be restored to Normal Working Condition at an expense that is less than the then-current value of the Product. If such a determination is made, ES&S shall no longer be required to provide Hardware Maintenance Services for such Product. ES&S shall also refund to Customer an amount equal to (1) that portion of the most recent fee paid for Hardware Maintenance Services that is attributable to such Product, multiplied by (2) a fraction, the numerator of which is the remaining number of days in the respective period within the Initial Term or Renewal Period for which such fee was paid and the denominator of which is the total number of days in the respective period within such Initial Term or Renewal Period.

d. **Sole Provider; Access.** Customer shall not permit any individual other than an ES&S Representative to provide maintenance or repairs with respect to the Products for so long as the Initial Term or any Renewal Period is in effect. Customer shall provide ES&S Representatives with all information necessary to enable them to provide Hardware Maintenance Services. Customer shall likewise provide full access to the Products and adequate working space for all Hardware Maintenance Services performed at its Designated Location, including sufficient heat, lights, ventilation, electric current and outlets.

e. **Environmental Conditions.** Products should be stored in a clean, dry and secure environment. During the storage and operation of the Products, the temperature and moisture ranges should be maintained in accordance with the Products' Documentation.

f. **Reinstatement of Hardware Maintenance Services; Inspection.** If the Initial Term or any Renewal Period thereof expires without being renewed, Customer may thereafter resume receiving Hardware Maintenance Services upon (a) notification to ES&S and (b) the granting to ES&S of access to the Products. ES&S requires Customer to allow it to inspect such Products before it provides any Hardware Maintenance Services. The purpose of such inspection shall be to determine whether or not the Products are in Normal Working Condition. The cost of such inspection will be at ES&S' then current rates and shall be due from Customer within thirty (30) days of its receipt of ES&S' invoice therefore. If any of the Products is not in Normal Working Condition, ES&S, at the option of Customer, (i) shall provide such repairs and replacements as it deems reasonable and necessary to restore such item to Normal Working Condition, at Customer's expense with respect to the cost of any labor (charged at ES&S' then current rates) and parts used in such repairs or replacements, or (ii) shall not provide any Hardware Maintenance Services with respect to such Product(s).

ARTICLE III

SOFTWARE LICENSE, MAINTENANCE AND SUPPORT SERVICES

1. **License and Services Provided.** ES&S shall provide license, maintenance and support services ("Software License, Maintenance and Support") for the ES&S Software and ES&S Firmware (collectively, "ES&S Software"), to allow Customer to continue to license and use the software in accordance with the license terms set forth in Sections 2-4 of the General Terms as well as to enable it to perform in accordance with its Documentation in all material respects, and to cure any defect in material or workmanship. The specific Software License, Maintenance and Support services provided by ES&S and each party's obligations with respect to such services are set forth on Schedule A1.

2. **Updates.** During the Initial Term and any Renewal Period thereof, ES&S may continue to provide Updates in accordance with the terms of Section 5 of the General Terms.

3. **Conditions.** ES&S shall not provide Software License, Maintenance and Support for any item of ES&S Software if such item requires such services as a result of (a) repairs, changes, modifications or alterations not authorized or approved by ES&S, (b) accident, theft, vandalism, neglect, abuse or use that is not in accordance with instructions or specifications furnished by ES&S, (c) causes

beyond the reasonable control of ES&S or Customer, including acts of God, fire, flooding, riots, acts of war, terrorism or insurrection, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, (d) Customer's failure to timely and properly install and use the most recent update provided to it by ES&S, or (e) Customer's failure to notify ES&S within three (3) business days after Customer knows of the need for such services. Any such Software License, Maintenance and Support shall be provided at the fees to be agreed upon by the parties if and when the need for such Software License, Maintenance and Support arises. Replacement versions of Software requested by Customer as a result of items set forth in this Section 3 or as a result of Customer's actions or inactions shall be billable to Customer at ES&S' then current rates.

4. **Proprietary Rights.** ES&S shall own the entire right, title and interest in and to all corrections, programs, information and work product conceived, created or developed, alone or with Customer or others, as a result of or related to the performance of this Exhibit A, including all proprietary rights therein or based thereon. Subject to the payment of all Software License, Maintenance and Support Fees, ES&S hereby grants to Customer a non-exclusive license to use that portion of such corrections, programs, information and work product that ES&S actually delivers to Customer pursuant to this Exhibit A. All licensed items shall be deemed to be ES&S Software for purposes of this Exhibit A. Except and to the extent expressly provided herein, ES&S does not grant to Customer any right, license, or other proprietary right, express or implied, in or to any corrections, programs, information, or work product covered by this Exhibit A.

5. **Reinstatement of Software License, Maintenance and Support.** If the Initial Term or any Renewal Period thereof expires without being renewed, Customer may thereafter receive a Software License and resume receiving Software Maintenance and Support upon (a) notification to ES&S, (b) payment of all fees, which would have been due to ES&S had the Initial Term or any Renewal Period not expired, and (c) the granting to ES&S of access to the ES&S Software, so that ES&S may analyze it and perform such maintenance as may be necessary before resuming the Software License, Maintenance and Support services.

**Schedule A1
Pricing Summary**

Summary:		
Description	Refer To	Amount
ES&S Hardware Maintenance Fees	ES&S Hardware Maintenance Description and Fees Below	\$9,990.00
ES&S Firmware License, Maintenance and Support Fees	ES&S Firmware License, Maintenance and Support Description and Fees Below	\$4,320.00
Total Maintenance Fees for the Initial Term:		\$14,310.00
Payment Terms:		
ES&S shall Invoice Customer annually for each year of the Initial Term. Payment is due before the start of each period within the Initial Term.		
Terms & Conditions:		
Note 1: Any applicable state and local taxes are not included, and are the responsibility of Customer.		
Note 2: In the event the Customer subsequently acquires any ES&S Equipment and or ES&S Software, the post warranty maintenance and support periods will be adjusted to synchronize the dates in order to conform with the current term.		

ES&S HARDWARE MAINTENANCE DESCRIPTION AND FEES

Initial Term: Expiration of the Warranty Period through the third anniversary thereof

Qty	Description	Coverage Period	Annual Maintenance Fee Per Unit	Maintenance Fee In Total
18	Model DS200 Scanner	Year 1	\$185.00	\$3,330.00
18	Model DS200 Scanner	Year 2	\$185.00	\$3,330.00
18	Model DS200 Scanner	Year 3	\$185.00	\$3,330.00
Total Hardware Maintenance Fees for the Initial Term				\$9,990.00

Note 1: The Per-Unit Fees if Customer requests more than one Routine Maintenance visit in a 12-month period shall be 55% of the then current maintenance fee per unit.

Note 2: Surcharge for Emergency Repair Services shall be the daily maintenance service rate in effect at the time such service is requested.

Note 3: Customer's Designated Location: Madison County, North Carolina

Note 4: The Per Unit Surcharge for performance of Routine Maintenance visit at more than one Customer Designated Location shall be \$25.00 per unit for all units located at second or more locations.

Hardware Maintenance Services Provided by ES&S Under this Schedule A1

1. Telephone Support.
2. Issue Resolution.
3. Technical Bulletins will be available through Customer's ES&S Web-based portal.
4. Routine Maintenance Services.
 - Onsite scheduled maintenance inspection per Article II, Section 1(a). The Inspection includes:
 - Service performed by an ES&S trained and certified technician.
 - Performance of factory approved diagnostics on the unit, identifying and making adjustments where necessary as indicated by the testing.
 - Replacement of worn or defective parts with new or remanufactured federally and state certified parts.
 - Conducting a final test to verify that the unit is working according to manufacturer's specifications.
 - Use of a checklist tailored for each piece of ES&S Equipment.
5. Repair Services.

- Customer will receive coverage for interim repair calls.
 - Interim repair calls may be provided during a scheduled Routine Maintenance Services event or scheduled in conjunction with other service work being performed in close proximity to Customer's location if such repairs are not election critical.
 - A Product may be sent to ES&S' Depot location for repairs at a time to be mutually agreed upon by ES&S and Customer.

6. Priority Services.

- Customer has access to the ES&S Help Desk for assistance.
- The customer receives priority on service calls.
- The customer receives priority on response time.
- The customer receives priority on certified ES&S parts inventory.

Note: Except for those Hardware Maintenance Services specifically set forth herein, ES&S is under no obligation and shall not provide other Hardware Maintenance Services to the Customer unless previously agreed upon in writing by the parties.

**ES&S SOFTWARE LICENSE, MAINTENANCE AND SUPPORT DESCRIPTION AND FEES
FIRMWARE**

Initial Term: Expiration of the Warranty Period through the third anniversary thereof

Listed below are the Hardware Products and Fees for which Firmware License, Maintenance and Support will be provided:

Qty	Description	Coverage Period	Annual Firmware License, Maintenance and Support Fee Per Unit	Firmware License, Maintenance and Support Fee In Total
18	Model DS200 Scanner	Year 1	\$80.00	\$1,440.00
18	Model DS200 Scanner	Year 2	\$80.00	\$1,440.00
18	Model DS200 Scanner	Year 3	\$80.00	\$1,440.00
Total Firmware License, Maintenance and Support Fees for the Initial Term				\$4,320.00

Software License, Maintenance and Support Services Provided by ES&S under the Agreement

1. Telephone Support.
2. Issue Resolution.
3. Technical Bulletins will be available through Customer's ES&S Web-based portal.

Note: Except for those Software License, Maintenance and Support services specifically set forth herein, ES&S is under no obligation and shall not provide other Software License, Maintenance and Support services to the Customer unless previously agreed upon by the parties.

Software License, Maintenance and Support and Hardware Maintenance and Support Services – Customer Responsibilities

1. Customer shall have completed a full software training session for each product selected.
 - Customer shall have completed training at a proficiency level to successfully use the hardware (firmware) and software products.
 - Customer shall have the ability to install firmware and application software and make changes to date and time settings.
 - Customer shall have the ability to change consumable items. Any other changes made by the customer must be pre-approved in writing by ES&S.
2. Customer shall have reviewed a complete set of User Manuals.
3. Customer shall be responsible for the installation and integration of any third-party hardware or software application or system purchased by the Customer, unless otherwise agreed upon, in writing, by the parties.
4. Customer shall be responsible for data extraction from Customer voter registration system.

5. Customer shall be responsible for implementation of any security protocols physical, network or otherwise which are necessary for the proper operation of the ES&S Equipment and ES&S Software.
6. Customer shall be responsible for the acceptance of the Equipment and Software, unless otherwise agreed upon, in writing, by the parties.
7. Customer shall be responsible for the design, layout, set up, administration, maintenance or connectivity of the Customer's network.
8. Customer shall be responsible for the resolution of any errors associated with the Customer's network or other hardware and software not purchased or recommended by ES&S and not otherwise identified in the User Guides as part of ES&S' Equipment and Software.
9. Customer shall be responsible for all costs associated with diagnosing ballot printing problems resulting from the use of non-ES&S Ballot Partner Printers ballots.
10. Customer shall be responsible for the payment of additional or replacement Software CDs or DVDs requested by Customer. The price for such additional or replacement Software CDs or DVDs shall be at ES&S' then current rates.

The Software and Hardware Maintenance Agreement Exhibit A indicates that the Post Warranty Maintenance Fees to begin one year from equipment delivery for the 18 DS200s will be \$4,770.00 annually for the three-year term.

BOCC ACTION REQUIRED: APPROVAL OF THE SALES ORDER AGREEMENT PENDING NORTH CAROLINA STATE BOARD OF ELECTIONS APPROVAL.

1) Frontier Equipment Quote

Itemized Pricing				Expires On: 3/3/2019	
CPE Material					
Qty	Part#	Description	Unit Price	Total Price	
50	840.0416	MIVoice Ofc Licnse - Ip Phone Cat D	89.60	4,480.00	
50	50006476	5330E IP Phone	291.20	14,560.00	
8.00	Labor	Implementation Labor		680.00	
				Total Price:	\$ 19,720.00

a) **All pricing is subject to additional taxes which apply to both upfront and monthly charges. Taxes will vary by State*

2) Monthly Phone Bill Cost

a) Current Charges \$3,418.46
 After Implementation \$1,367.55
Difference \$2,050.91

3) Monthly Long Distance Charges

a) Current Charges \$1,650
 After Implementation \$250
Difference \$1,400

4) Total Costs Analysis

a) Investment \$19,720
 Monthly Savings \$3,451
Annual Savings \$41,411
 Break-even Point 5.7 Months



Product and Service Quote

Customer: Philip Presnell
Director of ITS
Madison County Local Government
ppresnell@madisoncountynv.gov
828-380-9332

Date: 1/16/2019
Prepared By: Willard Manning
Phone: 704-219-5878
Email: willard.manning@ftr.com

Comments: This proposal included the installation of 50 Mitel 5330e IP phones and licenses. Frontier will install the licenses on the system and Madison County will be deploy the phones to the individual sites.

Itemized Pricing			Expires On: 3/3/2019	
CPE Material				
QTY	Part #	Description	Unit Price	Total Price
50	840.0416	MiVoice Ofc Licnse - Ip Phone Cat D	89.60	4,480.00
50	50006476	5330E IP Phone	291.20	14,560.00
8.00	Labor	Implementation Labor		680.00
			Total Price:	\$ 19,720.00

**All pricing is subject to additional taxes which apply to both upfront and monthly charges. Taxes will vary by State*

Comments:

Thank you for the opportunity to quote this business!

Frontier is pleased to present this proposal. The service set forth in this proposal will be provided by Frontier Communications Corporation. Frontier does not consider the proposal itself to be a legally binding offer to contract. Final installed price may vary based on site survey and other factors. This quote is valid for up to thirty days from the date hereof. Taxes and surcharges are not included.

This proposal is confidential and contains proprietary information. The contents contained herein are not to be shared with parties other than the customer and employees named in this document. This document is confidential and the property of Frontier

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FW: Hot Springs Solar and Battery Storage

Attachment 8.1

From: Forrest Gilliam <fgilliam@madisoncountync.gov>
Sent: Fri, Feb 8, 2019 at 2:24 pm
To: mbradley@madisoncountync.gov

From: Norris Gentry [mailto:ngentry@madisoncountync.gov]
Sent: Monday, February 4, 2019 2:08 PM
To: Forrest Gilliam; waynebrigman2012@gmail.com; cgforth@mhu.edu; mwechtel@madisoncountync.gov; mbradley@madisoncountync.gov
Subject: Fwd: Hot Springs Solar and Battery Storage

FYI 📌. Mark attended as was on this email list.

Sent from my iPhone

Begin forwarded message:

From: Norris Gentry <ngentry@madisoncountync.gov>
Date: February 4, 2019 at 1:59:23 PM EST
To: "Walls, Jason A" <Jason.Walls@duke-energy.com>
Subject: Re: Hot Springs Solar and Battery Storage

Thanks Jason. My pleasure. Have a great evening 🌞

Sent from my iPhone

On Feb 4, 2019, at 1:51 PM, Walls, Jason A <Jason.Walls@duke-energy.com> wrote:

Thanks again for meeting to discuss the solar/battery storage project in Hot Springs. It would be helpful to submit letters for support with the North Carolinas Utilities Commission this week, if possible.

As to the question of priority. These assets (solar and battery storage) are tied into the distribution grid and provide benefits to the entire community. It is not prioritized to any one customer.

Steps to Submit Comments:

1. In any correspondence (subject line) with the NCUC regarding the Hot Springs project please reference **Docket No. E-2, Sub 1185**.
2. You can submit an on-line form available here: <https://www.ncuc.net/contactus.html>
3. You can send a hard copy letter to the following address:

North Carolina Utilities Commission
4325 Mail Service Center
Raleigh, NC 27699-4300

4. If your statement doesn't fit within the on-line form, or if it has attachments you can send an email to this address: statements@ncuc.net

A few points to consider in your letter

- The Hot Springs Microgrid project will consist of a 3-megawatt (DC) solar facility and a 4-megawatt lithium-based battery storage facility. The microgrid will optimize solar production while also providing a safe, cost-effective and reliable grid solution for serving the Hot Springs area and surrounding DEP customers. The project will defer ongoing maintenance of an existing distribution power line that serves the remote town.
- The Hot Springs project is part Duke Energy's Western Carolinas Modernization Project, which involves on-going conversations with community partners to help advance a cleaner energy future for the region. It includes closing a half-century-old, coal-fired power plant in Asheville

in 2019. The plant will be replaced with a cleaner natural gas-fired plant and distributed energy resources like solar power and battery storage.

- As the grid operator, Duke Energy can maximize the versatility of storage beyond storing and dispatching of energy to include other customer and system benefits such as system balancing and deferral of traditional grid upgrades.
- In the company's recent Integrated Resource Plan (IRP), Duke Energy outlined plans to deploy \$500 million in battery storage projects in the Carolinas over the next 15 years – equal to about 300 megawatts of capacity. Combining battery storage from all utilities, North Carolina has only about 15 megawatts of battery storage capacity in operation, and far less in South Carolina.

Please let me know if you have any questions. Have a wonderful week.

Jason

Jason A. Walls

District Manager – Asheville Area

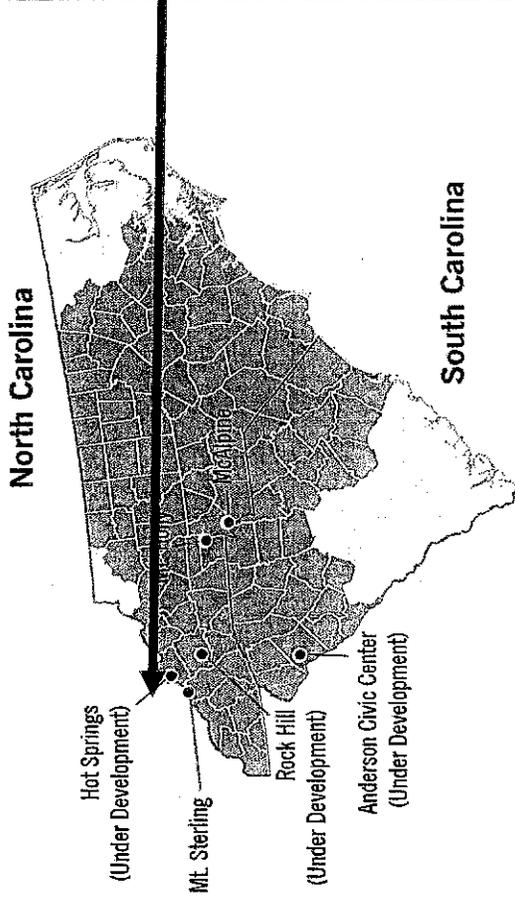
Avery, Buncombe, Haywood, Madison, Mitchell and Yancey counties

w: 828.258.5019 | c: 803-818-7593

Jason.Walls@duke-energy.com

<image001.png>

Hot Springs, NC (Solar + Storage Microgrid)



- Part of Commission approved “Western Carolina Modernization Project”
- 3MW solar paired with the 4MWh battery designed to optimize solar production and enhance reliability for customers in Hot Springs
- Sited on an industrial customer’s property, which aligns with the community’s renewable goals and the battery will provide broader system benefits

**EAP
CONTRACT FOR SERVICES**

**MADISON COUNTY GOVERNMENT
P.O. BOX 579
MARSHALL, NC 28753**

THIS CONTRACT is made and entered into by and between **MADISON COUNTY GOVERNMENT**, hereinafter called **EMPLOYER**, and **EMPLOYEE ASSISTANCE NETWORK**, hereinafter called **CONSULTANT**, this the 1st day of March, 2019, for mutual considerations, duties and obligations hereinafter set forth.

A. OBLIGATIONS AND CONSIDERATIONS:

1. The **EMPLOYER** agrees to pay the **CONSULTANT** a fee of \$4,480.00 (\$16.00 X 280 employees) for services rendered, and the **CONSULTANT** agrees to provide services hereinafter known as the **EMPLOYEE ASSISTANCE PROGRAM**, a program of services for employees of the **EMPLOYER** experiencing a variety of personal problems. The period of performance for this contract shall be the effective date of the agreement March 1, 2019 through February 28, 2020, with an option to renew for one year, such an option period subject to re-negotiation of the fee amount. Payment of the annual fee will be made on an annual basis to begin at the time of contract execution. In the event payment is not received within thirty (30) days of the due date, a late penalty of 1.5% will be imposed.

FURTHER:

2. **EMPLOYER** agrees that certain elements are essential for the successful administration of the program, and that these elements must be initiated, presented, and maintained by **EMPLOYER**. These essential elements are the following:
 - a. Designate a Program Administrator who shall be in charge of day-to-day program operation and who shall act as liaison between **EMPLOYER** and **CONSULTANT**.
 - b. Allow for up to three (3) hours of training for all management and supervisory personnel. The amount of management/supervisory consultation requested of **CONSULTANT** by **EMPLOYER** will be unlimited.
 - c. Allow for and encourage an employee awareness program to include presentations at employee meetings, display of **EMPLOYEE ASSISTANCE PROGRAM** posters in employee lounge areas and distribution of pamphlets (developed by **CONSULTANT**) which will explain the specific services available through the **EMPLOYEE ASSISTANCE NETWORK**. In addition, up to four (4) hours of employee education programs may be requested by **EMPLOYER** and provided by **CONSULTANT** to address a variety of topics based on the interest of employees.
 - d. Facilitate site visits between the Program Administrator and the **CONSULTANT**.
 - e. To provide employee data and statistical information essential for measuring program performance.

3. **CONSULTANT**, in consideration of monies to be received, shall provide services to **EMPLOYER**. These services include, but are not limited to the following:
 - a. Offer knowledge, expertise, and assistance in implementing the policy and procedure in relation to troubled employees.
 - b. Provide upon request of **EMPLOYER** up to three (3) hours of training to all management and supervisory personnel. The amount of consultation will be unlimited. The training and consultation will focus on understanding, identifying and confronting the troubled employee, conducting a motivational interview and using the **MADISON COUNTY GOVERNMENT EMPLOYEE ASSISTANCE PROGRAM**.
 - c. Make regular site visits to **EMPLOYER** to assist the Program Administrator in maintaining a viable **EMPLOYEE ASSISTANCE PROGRAM**.
 - d. Provide technical assistance in the implementation of the employee awareness program that will include presentations at employee meetings to inform all employees of the purposes, benefits, and intentions of the **EMPLOYEE ASSISTANCE PROGRAM** and development of an employee brochure that will explain the specific services available. **CONSULTANT** will provide posters to be displayed in employee lounge areas to further inform employees of the Program. In addition, **CONSULTANT** will provide upon request, up to four (4) hours of employee education programs on a variety of topics based on the interest of employees.
 - e. Provide a program of assessment/referral/problem solving services to all employees referred by **EMPLOYER**, based on the employee's inability to satisfactorily perform his/her job responsibilities. Assessment/referral/problem solving services are also offered to employees and immediate family members who initiate contact on a self-referred basis. Up to five (5) assessment/referral/problem solving sessions will be provided at no cost to the employee and immediate family members. Parents seeking help for a minor child, under age 18, are encouraged to meet with an EAN counselor for guidance, resources and referral information. The exact number of sessions will be determined by the Employee Assistance Network staff, based on the best interest of the employee or family member. There are no limits to the number of requests for assistance per employee or family member provided that the various presenting problems are of a different diagnostic category as determined by the Employee Assistance Network staff. Employees and immediate family members will be seen within three (3) business days of their request. Emergency requests for assistance will be responded to immediately. Referrals generated by the management of **EMPLOYER** will be followed and case managed by **CONSULTANT** for a minimum of twelve (12) months.
 - f. Provide for access of the **EMPLOYEE ASSISTANCE NETWORK** through the maintenance of a twenty-four (24) hour emergency call service.

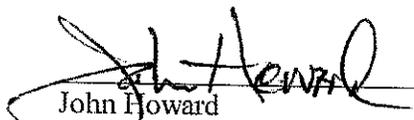
- g. Maintain a standard of strict confidentiality in the administration and operation of the **EMPLOYEE ASSISTANCE NETWORK** and related services.
- h. Provide annual and quarterly reports on program utilization.

B. CONTRACT LIMITS, RENEGOTIATIONS AND TERMINATIONS

1. The agreement shall remain in effect from the date of execution through February 28, 2020 renewable on an annual basis, subject to re-negotiation of the fee.
2. Notwithstanding the paragraph above, either party may terminate this agreement by giving the other party ninety (90) days prior written notice. In the event any such notice is given, any payment made and unused will be refunded pro-rata to **EMPLOYER**.
3. The **CONSULTANT** agrees to indemnify and hold harmless the **EMPLOYER** for damage by reason of death or injury to person or property caused by the negligence or tort of any agent or employee of the **CONSULTANT** when acting within the scope of his or her authority or within the course of his or her duties of employment.
4. **CONSULTANT** agrees to maintain general and professional liability insurance in the amount of One Million Dollars (\$1,000,000) per incident; Three Million Dollars (\$3,000,000) per aggregate throughout the life of this agreement.
5. **EMPLOYER** agrees to respond to a request by auditors of **CONSULTANT'S** financial records for confirmation of payments made by **EMPLOYER** to **CONSULTANT** under the auspices of this contractual agreement.
6. **CONSULTANT** agrees to respond to a request by auditors of **EMPLOYER'S** financial records for confirmation of payments made by **CONSULTANT** to **EMPLOYER** under the auspices of this agreement.
7. This agreement contains the entire understanding of the parties and it shall not be altered, amended or modified except by the agreement in writing, properly executed by the duly authorized officials of both parties.

EMPLOYEE ASSISTANCE NETWORK, INC.

MADISON COUNTY GOVERNMENT



John Howard
President/CEO

Forrest Gilliam
County Manager

02/06/2019

Date

Date

**MADISON COUNTY
MONTHLY FINANCIAL REPORT**

Bank balances at January 31, 2019 are as follows:

	Unrestricted	Restricted
General Fund	\$ 1,407,157.73	
Debt Service Fund	\$ 204,139.64	
Capital Outlay Fund	\$ 325,913.91	(Includes funds for new voting machines)
Capital Management	\$ 7,078,699.77	
Occupancy Tax Fund		\$ 26,906.62
Revaluation Fund		\$ 447,369.18
Tourism Development		\$ 498,971.93
Automation Fund		\$ 152,623.76
Drug Seizure Fund		\$ 11,726.46
Inmate Trust Fund		\$ 13,071.50
Soil & Water Conservation		\$ 82,025.87

Total of All Accounts: \$ 9,015,911.05 \$ 1,232,695.32

New Jail Loan	\$ -
Cooperative Extension Loan	\$ (55,317.00)
School Debt Service	\$ -
40-42 Set Aside for Schools	\$ (1,138,781.19)
Unspent Grant/Restricted Procee	\$ (914,664.87)
Medicaid Cost Settlement	\$ (578,082.22)
Encumbered Amounts	\$ (2,979,561.58)

**Total Unassigned and
Unrestricted Bank Balances \$ 3,349,504.19**

	General	Landfill	911	Total
Unassigned and Unrestricted totals by Fund:	\$ 3,131,550.09	\$ 8,956.93	\$ 208,997.17	\$ 3,349,504.19

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.

SUMMARIES:

General Fund	MTD	YTD		% OF BUDGET	YEAR TO DATE 1/18
Revenues to Date:	\$ 2,919,746.39	\$ 15,370,859.68		61.45	\$ 15,612,365.22
Expenditures to Date:	\$ 2,792,515.45	\$ 13,348,658.95	\$ 2,646,996.30	53.36	\$ 11,995,187.13
Gain/Loss to Date:	\$ 127,230.94	\$ 2,022,200.73			\$ 3,617,178.09

Contingency

Landfill	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 1/18
Revenues to Date:	\$ 253,185.62	\$ 1,573,365.10		77.77	\$ 1,628,031.28
Expenditures to Date:	\$ 157,274.06	\$ 1,174,865.39	\$ 312,365.28	58.07	\$ 1,091,588.02
Gain/Loss to Date:	\$ 95,911.56	\$ 398,499.71			\$ 536,443.26

Contingency

911 Emergency Telephone Services	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 1/18
Revenues	\$ 17,325.19	\$ 103,951.14		50.00	\$ 119,464.62
Expenditures	\$ 11,880.67	\$ 100,079.19	\$ 20,200.00	48.14	\$ 114,140.57
Gain/Loss	\$ 5,444.52	\$ 3,871.95			\$ 5,324.05

Contingency

Percentage of budget at January 31, 2019 is 58.33%

GENERAL FUND:

DEPARTMENT	MTD	YTD	% OF BUDGET	YEAR TO DATE 1/18
Vehicle Tax	\$ 59,492.12	\$ 466,102.06	51.79	\$ 440,366.53
Overages/Underages	\$ 0.79	\$ 7.11		\$ (3.85)
Ad Valorem Tax Interest	\$ 13,947.37	\$ 53,374.94	26.69	\$ 162,572.36
Late Listing Fee	\$ 3,054.35	\$ 11,225.19	112.25	\$ 8,440.40
Legal Fees				\$ 1,490.00
2003 Ad Valorem Tax				\$ 274.47
2004 Ad Valorem Tax		\$ 118.71	94.97	\$ 282.11
2005 Ad Valorem Tax		\$ 97.13	97.13	\$ 468.53
2006 Ad Valorem Tax		\$ 144.32	96.21	\$ 348.48
2007 Ad Valorem Tax	\$ 89.44	\$ 949.71	94.97	\$ 894.27
2008 Ad Valorem Tax	\$ 42.81	\$ 1,837.03	27.23	\$ 10,254.28
2009 Ad Valorem Tax	\$ -	\$ 2,464.04	30.80	\$ 15,727.69
2010 Ad Valorem Tax	\$ 37.82	\$ 1,736.14	11.57	\$ 23,016.27
2011 Ad Valorem Tax	\$ 669.07	\$ 3,225.56	21.50	\$ 31,004.01
2012 Ad Valorem Tax	\$ 1,937.94	\$ 5,572.28	18.57	\$ 35,836.65
2013 Ad Valorem Tax	\$ 1,601.69	\$ 9,053.86	25.87	\$ 38,719.56
2014 Ad Valorem Tax	\$ 1,998.98	\$ 9,439.04	19.19	\$ 57,847.26
2015 Ad Valorem Tax	\$ 2,469.95	\$ 21,705.04	28.94	\$ 91,756.32
2016 Ad Valorem Tax	\$ 4,811.04	\$ 41,071.96	31.59	\$ 166,686.97
2017 Ad Valorem Tax	\$ 10,538.14	\$ 141,004.57	76.22	\$ 9,300,450.36
2018 Ad Valorem Tax	\$ 1,632,066.50	\$ 9,255,631.71	91.54	
Collection Fees: Marshall	\$ -	\$ 1.81	90.50	\$ 0.85
Collection Fees: Mars Hill	\$ -	\$ 0.10	20.00	\$ -
Collection Fees: Hot Springs				\$ 1.74
Sale of Tax Maps	\$ 7.50	\$ 383.00	95.75	\$ 161.25
Tax Office Copies				
Returned Check Fees	\$ 293.57	\$ 471.26	47.13	\$ 1,110.23
Refunds/Overpayment of Taxes	\$ 1,367.45	\$ 12,279.59		\$ (6,450.42)
Contra: Returned Check	\$ 681.70	\$ (1,289.37)		\$ (2,520.23)
Sale of Foreclosed Property	\$ 12,400.95	\$ 221,585.95	108.01	\$ 4,100.00
Contra: Foreclosed Property Expense	\$ (97.11)	\$ (41,260.16)	99.63	\$ (4,367.41)
Sales Tax/Video Programming	\$ -	\$ -		\$ 4,185.28
Sales Tax	\$ 336,690.62	\$ 1,362,010.24	36.75	\$ 1,128,069.45
Gas Tax Refund/State	\$ 6,336.96	\$ 8,728.32	43.64	\$ 6,295.77
Payment In Lieu of Taxes	\$ -	\$ -		\$ 4,424.81
Forest Service Timber Sales	\$ -	\$ 743.44		\$ -
Clerk of Court	\$ 5,989.10	\$ 38,916.05	42.30	\$ 36,559.55
Board of Elections	\$ -	\$ 190.41	66.81	\$ 10,573.55
Register of Deeds	\$ 17,890.25	\$ 178,367.75	57.17	\$ 188,318.00
Sheriff's Department	\$ 15,908.90	\$ 259,492.14	42.08	\$ 264,838.55
Emergency Management	\$ 20,625.00	\$ 20,625.00	52.91	\$ 20,625.00
Inspections	\$ 14,559.66	\$ 89,216.06	54.23	\$ 96,556.00
Animal Control	\$ 778.83	\$ 12,630.28	57.41	\$ 13,518.34
Transportation	\$ 39,994.72	\$ 233,652.01	33.31	\$ 149,576.96
Cooperative Extension Service	\$ -	\$ 1,850.00	48.68	\$ 2,155.00
Soil & Water Conservation	\$ -	\$ -		\$ 1,776.00
Grant Revenues/JCPC/DJJDP	\$ 6,563.00	\$ 76,821.63	25.52	\$ 115,527.73
Health Department	\$ 99,289.76	\$ 784,042.22	38.50	\$ 900,024.49
Medicaid Hold Harmless Tax				
Social Services	\$ 400,700.38	\$ 1,155,251.97	53.71	\$ 1,210,865.43
AFDC	\$ -	\$ -		\$ 31.03

Department	MTD	YTD	% OF BUDGET	YEAR TO DATE 1/18
Foster Care	\$ 146,929.77	\$ 498,529.50	46.25	\$ 609,821.46
Medicaid	\$ 100.00	\$ 190.00	380.00	\$ 24.78
Adoption	\$ -	\$ 5,820.00	71.12	\$ 21,150.00
Child Support Enforcement	\$ 20,934.91	\$ 54,382.72	43.55	\$ 80,077.86
In Home Aides	\$ 7,777.45	\$ 32,689.95	37.37	\$ 38,897.50
Beech Glen Center	\$ 915.00	\$ 4,777.00	47.77	\$ 5,641.47
Nutrition	\$ 15,022.50	\$ 80,080.29	46.46	\$ 83,485.53
Library	\$ 7,031.00	\$ 63,932.26	49.53	\$ 105,780.95
Parks & Recreation	\$ -	\$ 6,660.00	78.26	\$ 5,445.00
Interest Earned	\$ 210.80	\$ 57,966.46	105.39	\$ 34,692.15
Rent of County Property	\$ 5,175.00	\$ 38,861.64	55.28	\$ 39,425.00
Finance/Other	\$ 2,910.71	\$ 6,371.46	52.01	\$ 5,289.73
Miscellaneous Income	\$ -	\$ 81,128.30	104.85	\$ 47,423.71
Fund Transfer In				\$ 2,820.46
Transfer In - Fund 23 CDBG				

Totals	\$ 2,919,746.39	\$ 15,370,859.68	61.45	\$ 15,612,365.22
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GENERAL FUND EXPENDITURES

Governing Body	\$ 11,796.15	\$ 65,017.56	\$ 3,973.50	61.92	\$ 134,053.26
Finance Office	\$ 35,122.92	\$ 302,079.18	\$ 13,228.96	54.80	\$ 340,095.30
Tax Collector	\$ 21,115.49	\$ 141,008.45	\$ 43,155.57	48.30	\$ 138,920.92
Tax Supervisor	\$ 12,557.30	\$ 100,466.36	\$ 693.63	40.48	\$ 137,287.94
Land Records	\$ 52.00	\$ 19,412.34	\$ 156.00	99.20	\$ 33,662.13
Professional Services	\$ -	\$ -	\$ 40,000.00	-	\$ -
Court Facilities	\$ 250.00	\$ 7,329.65	\$ 10,694.00	36.83	\$ 6,308.68
Board of Elections	\$ 15,722.56	\$ 151,689.27	\$ 967.72	52.97	\$ 91,710.12
Register of Deeds	\$ 22,448.58	\$ 153,543.76	\$ 33,022.89	55.64	\$ 155,216.73
Register of Deeds- Automation	\$ -	\$ 11,000.00	\$ -	100.00	\$ 11,000.00
Maintenance	\$ 50,067.95	\$ 240,323.18	\$ 350.09	61.41	\$ 178,833.21
Sheriff's Department	\$ 262,370.51	\$ 1,767,917.89	\$ 135,349.91	56.54	\$ 1,763,980.45
Emergency Management	\$ 5,555.55	\$ 29,216.64	\$ -	41.38	\$ 35,896.23
911 Dispatchers	\$ 46,002.36	\$ 331,036.01	\$ 4,727.00	53.92	\$ 225,746.85
Fire Contract/Forest Service	\$ 8,786.62	\$ 26,189.60	\$ 66,967.40	28.11	\$ 21,927.84
Inspections	\$ 23,645.72	\$ 157,598.53	\$ 716.94	51.22	\$ 118,936.18
Economic Development	\$ 217.68	\$ 10,527.56	\$ 39.00	7.68	\$ 61,198.07
Medical Examiner	\$ 2,550.00	\$ 7,600.00	\$ -	95.00	\$ 3,750.00
Ambulance Service Contract	\$ 93,889.00	\$ 657,223.00	\$ 469,447.00	58.33	\$ 638,078.00
Animal Control	\$ 22,828.20	\$ 165,421.35	\$ 312.00	57.12	\$ 146,958.26
Transportation - Admin	\$ 6,938.78	\$ 54,986.71	\$ -	43.59	\$ 59,666.72
Transportation - Operating	\$ 32,637.96	\$ 240,635.78	\$ 3,287.40	56.59	\$ 195,500.61
Transportation - Capital Outlay	\$ -	\$ -	\$ -	-	\$ -
Transportation - EDTAP	\$ 1,711.62	\$ 4,488.12	\$ -	8.80	\$ 9,273.14
Planning & Development	\$ 105.72	\$ 71,588.01	\$ -	39.88	\$ 67,494.75
Information Technology	\$ 14,839.93	\$ 97,531.31	\$ 117.00	52.52	\$ 103,640.23
Cooperative Extension	\$ 27,697.98	\$ 137,087.85	\$ -	51.18	\$ 131,978.91
Soil & Water	\$ 9,791.07	\$ 73,347.07	\$ 78.00	57.83	\$ 70,447.20
Health Department	\$ 211,711.70	\$ 1,577,517.55	\$ 232,032.06	51.00	\$ 1,414,080.03

DEPARTMENT	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 1/18
Smart Start	\$ 3,895.33	\$ 29,121.49	\$ -	51.15	\$ 30,946.88
Management Admin.	\$ 18,651.42	\$ 55,499.77	\$ 29,957.06	13.26	\$ 94,673.16
Social Services	\$ 211,044.40	\$ 1,566,708.76	\$ 39,414.49	52.32	\$ 1,568,694.01
AFDC	\$ 725.50	\$ 5,192.61	\$ -	64.91	\$ 1,979.29
Special Assistance	\$ 8,731.50	\$ 74,768.50	\$ -	41.20	\$ 95,179.50
State Foster Care	\$ 39,490.76	\$ 258,489.55	\$ -	30.57	\$ 353,604.31
IV-E Foster Care	\$ 68,817.07	\$ 399,313.32	\$ -	55.04	\$ 308,690.31
Medical Assistance Program	\$ -	\$ 80.00	\$ -	2.67	\$ 590.00
Adoption Assistance	\$ 5,602.20	\$ 45,034.33	\$ 474.23	32.78	\$ 47,845.78
Crisis Intervention	\$ 38,464.08	\$ 110,387.27	\$ -	53.07	\$ 144,599.77
Child Support	\$ 7,082.33	\$ 53,994.34	\$ 10,071.10	42.23	\$ 62,550.00
In Home Aides	\$ 14,711.25	\$ 112,842.03	\$ 78.00	55.23	\$ 128,107.03
Nutrition	\$ 31,059.65	\$ 192,162.45	\$ 21,649.54	52.17	\$ 199,309.88
Education	\$ 273,312.00	\$ 2,324,637.00	\$ 1,366,560.00	62.98	\$ 2,226,560.00
A-B Technical College	\$ 9,375.00	\$ 65,625.00	\$ 46,875.00	58.33	\$ 65,625.00
Bank Charges	\$ 1,507.15	\$ 11,347.73	\$ -	94.56	\$ 10,715.52
Library	\$ 31,631.85	\$ 272,329.44	\$ 741.00	50.13	\$ 316,180.92
Parks & Recreation	\$ 8,989.61	\$ 65,557.96	\$ 78.00	59.41	\$ 55,957.38
Debt Services	\$ 909,667.00	\$ 934,440.67	\$ 71,781.81	74.35	\$ -
Debt Services Interest	\$ 169,344.00	\$ 169,344.00	\$ -	98.84	\$ (15,083.83)
Fund Transfer In/ Landfill & Libra	\$ -	\$ -	\$ -	0.00	\$ 2,820.46
Fund Transfer Out/Revaluation					
TOTALS	\$ 2,792,515.45	\$ 13,348,658.95	\$ 2,646,996.30	53.36	\$ 11,995,187.13

LANDFILL FUND

REVENUES	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 1/18
Transfer From Fund Balance					
Landfill Miscellaneous Fees	\$ -	\$ 515.30		257.65	\$ 449.00
Returned Check Fees					
Surplus Property Proceeds					
State Tire Disposal Fee	\$ -	\$ 8,073.88		40.37	\$ 7,707.18
Local Tire Disposal Fee	\$ 34.00	\$ 304.40		76.10	\$ 180.00
White Goods Tax					\$ 2,426.85
Sale of White Goods	\$ 1,331.00	\$ 11,601.95		72.51	\$ 8,311.56
Household Hazardous Waste		\$ 626.50		52.21	\$ 711.87
Temporary Disposal Cards	\$ 4,490.00	\$ 15,512.50		64.64	\$ 12,170.00
Duplicate Disposal Cards	\$ 70.00	\$ 275.00		22.92	\$ 1,070.00
Landfill Disposal Cost Fees	\$ 11,488.05	\$ 57,061.45		47.55	\$ 70,537.86
Landfill Sale of Recyclables	\$ 3,722.34	\$ 27,802.20		46.34	\$ 36,838.59
Nuisance Tires					
Disposal Cards	\$ 227,497.95	\$ 1,402,267.60		88.19	\$ 1,453,208.91
Construction Demolition	\$ 4,498.61	\$ 39,312.13		65.52	\$ 19,772.84
Solid Waste Disposal Distribution	\$ -	\$ 4,259.58		38.72	\$ 4,081.53
Grant/State					
Electronics Management					
Electronics (County)	\$ 45.00	\$ 5,692.50		130.79	\$ 10,505.00
Interest	\$ 8.67	\$ 60.11			\$ 60.09
Totals	\$ 253,185.62	\$ 1,573,365.10		77.77	\$ 1,628,031.28

EXPENSES:	MTD	YTD	Encumbered	% OF BUDGET	YEAR TO DATE 1/18
Landfill	\$ 142,339.95	\$ 1,044,715.21	\$ 297,234.84	58.75	\$ 977,664.26
Recycling	\$ 14,657.61	\$ 116,172.20	\$ 3,244.01	53.79	\$ 103,693.16
Scrap Tires	\$ 276.50	\$ 13,947.82	\$ 11,886.43	48.94	\$ 10,031.87
White Goods	\$ -	\$ 30.16		10.05	\$ 198.73
Closure/Post Closure	\$ -	\$ -		0.00	\$ -
Totals	\$ 157,274.06	\$ 1,174,865.39	\$ 312,365.28	58.07	\$ 1,091,588.02

The following claims have been submitted to and paid by Madison County Finance for the month of January, 2019.

3RC	13,032.33	Landfill - Household Hazardous Waste
A-1 PLUMBING	1,052.62	Jail - repairs
A-B TECHNICAL COMMUNITY COLLEGE	9,375.00	
ABLE RENT A JON	324.52	
ABLE SEPTIC TANK SERVICE	1,020.00	Landfill - Repairs
ACTION LOCK COMPANY	220.00	
JACKLYN ALLEN	90.00	
ALLYHEALTH	660.63	
AMAZON.COM	1,324.10	HD=1073.62, Insp=250.48
ANCHOR QEA OF NC	6,146.45	
DUANE AND CHRISTY ANDERSON	475.00	
APPALACHIAN PROTECTIVE SERVICES	171.14	
WILLIAM ARNDT	510.00	
ARROW CONTRACTING	20,500.00	Grading at Mars Hill Elem
ASHEVILLE ALIGNMENT SERVICE	225.50	
ASHEVILLE BOLT AND SCREW	3.38	
ASHEVILLE CITIZEN TIMES	182.44	
ASHEVILLE COMMUNICATIONS	5,441.60	
ASHEVILLE FENCE	71,039.52	Fencing at Mars Hill Elem
ASHEVILLE RADIOLOGY ASSOCIATES	424.38	
ASIMOV'S SCIENCE FICTION	34.97	
ATLANTIC MEDICAL SOLUTIONS	673.32	
AXON ENTERPRISE	6,196.85	SD tasers
B FIRE SAFE INC.	590.33	
B.A.H.S.	129.92	
RANDY BAILEY	20.25	
BAILEY'S NAPA AUTO PARTS	156.01	
BAKER & TAYLOR BOOKS-550404	2,460.02	
DAVID BRIAN BALL	24.30	
SHARON BALL	41.72	
TROY BANKS	10.00	
BAPTIST CHILDREN'S HOME OF NC	42,293.55	
BARIUM SPRINGS HOME FOR CHILDREN	12,119.00	
BB&T	429,667.00	School loan
BEN MEADOWS	34.49	
BLACK MOUNTAIN HOME FOR CHILDREN	9,352.98	
DANNIE BLACKWELL	100.00	
BLUE TARP FINANCIAL, INC	323.80	
AUSTIN BLYTHE	135.03	
BOLTON SERVICES	1,350.49	SD=515.07, Courthouse=835.42
BONNIE AND CLYDES	601.23	
CATHY BRACKINS	52.29	
MARCI BRATZ	218.40	
SHANNON BRAZIL	125.72	
D WAYNE BRIGMAN	400.00	
BRITTANY SUPPLY	408.73	
COURTNEY BROWN	89.96	
WILMA BROWN	254.88	
BUCKNER OIL CO.	8,655.76	
PAMELA BUCKNER	595.86	
BUNCOMBE COUNTY DETENTION CENTER	237.67	
BUSTLE'S HARDWARE AND DOORS	256.20	
BY PASS AUTOMOTIVE	22.42	
CALIMASTER	480.38	
DILLON CANTRELL	500.00	
CARING FOR CHILDREN	1,542.12	
CAROLINA ENERGY SYSTEMS	381.31	
CAROLINA SOFTWARE INC	533.75	
CAROLINA THERAPEUTIC SERVICES	2,433.35	
CAROLINA TRACTOR	427.00	
CAROLINAS IT	350.00	

KRYSTAL CARPENTER	1,147.00	
SCOTT CARSWELL	175.00	
RICKIE CARVER	356.40	
EVELYN CASSIDY	21.84	
CATAWBA COUNTY SHERIFF'S OFFIC	30.00	
ELIZABETH CHAMBERS	49.04	
ROBERT CHAMBERS	22.92	
CHAMPION SUPPLY	1,876.09	
NEIL CHANDLER	1,600.00	
JEREMY CHANDLER	276.50	
MARY CHANDLER	55.62	
CHANGE HEALTHCARE	199.90	
CHARTER COMMUNICATIONS	2,875.96	
CHILDREN'S HOME SOCIETY OF NC,	2,866.00	
CINTAS CORPORATION #223	954.03	
CLEAR SKY BEHAVORIAL LLC	2,046.00	
CNA SURETY	700.00	
COAST 2 COAST GROUP	100.00	
COAST TO COAST SOLUTIONS	138.63	
RONALD AND JENNIFER COATES	475.00	
TAMMY CODY	68.70	
KATHRYN COLLIE	900.00	
SUE COLLINS	24.63	
VANESSA COLLINS	634.00	
JUDITH N COOK	816.48	
CORELOGIC TAX SERVICES	11,432.35	Refund overpayment of taxes
CROSSNORE SCHOOL	14,156.91	
SAL CUCUZZA	12.06	
CUSTOM DATA PROCESSING	848.91	
CVS	49.92	
DEPARTMENT OF INFORMATION TEC	3,645.00	
DICK'S SPORTING GOODS	106.96	
DISH NETWORK	359.77	
DODSON PEST CONTROL	140.00	
DOLLAR TREE	93.81	
CYNTHIA DUBOSE	115.19	
DUKE ENERGY PROGRESS	1,851.15	
MADISON DURHAM	78.75	
KATHERINE EARLY	160.00	
HOWARD EDER	320.79	
ROSIE EISENBERG	81.87	
ELECTION SYSTEMS & SOFTWARE, I	4,478.60	
ELIADA HOME FOR CHILDREN	11,837.00	
AMANDA EMERY	83.43	
ENVIRONMENTAL, INC	50.00	
EXXON QUICK STOP	10.00	
FAMILY DOLLAR STORE	52.15	
FENDER TIRE AND WHEEL, INC	837.12	
FERGUSON ENTERPRISES #1271	2,575.71	
FIRST CITIZENS BANK	39,109.55	
LINDA FOWLER	3,500.00	
BARBARA FRANKLIN	1.21	
PATRICIA FRANKLIN	35.00	
FREEMAN ENTERPRISES	100.00	
FRENCH BROAD EMC	36,547.48	
FRIENDS OF HOT SPRINGS LIBRARY	900.00	
FRONTIER	6,685.28	
G&B ENERGY	4,283.89	
GALLS INCORPORATED	519.94	
MICHAEL GARRISON	371.54	
GAYLORD NATIONAL HOTEL	1,125.00	HD drug free community grant
NORRIS GENTRY	720.00	

FORREST GILLIAM	900.00	
CRAIG GOFORTH	400.00	
ADAM AND KELLY GOINS	327.23	
DAVID GRACE	0.00	
W.W. GRAINGER, INC.	773.57	
GREENVILLE NEWS/ CITIZEN-TIMES	2,232.73	
GRIFFIN WASTE SERVICES	865.00	
H. C. TIRE	421.95	
BRITTANY HAMLIN	155.20	
BETTY HART	201.60	
HART'S EMERGENCY VEHICLE SERV	6,096.04	SD
HAYNES ELECTRIC CONSTRUCTION	181.48	
HAYNES TECHNOLOGIES	907.38	
HAYNIE TOWING & ROAD	475.00	
HEMOCUE, INC.	136.64	
REBECCA HENDERSON	385.89	
HENRY SCHEIN INC	1,290.30	
HERTZ FURNITURE	11,921.84	Lockers for Middle School
HILTON NORTH RALEIGH	1,244.72	
DANIEL M HOCKADAY	4,187.50	
HOLSTON ENVIRONMENTAL SERVI	75.00	
HOMETRUST BANK	10.00	
HOPE- A WOMEN'S CANCER CENTER	103.20	
HOT SPRINGS HEALTH PROGRAM	4,692.00	
SHAWN HOWELL	54.88	
HRA BBQ, LLC	192.99	
DOMINIQUE HUNEYCUTT	75.00	
MEGAN HUNTER	475.00	
JEFF HYDER	185.66	
IMAGE DENTAL ARTS, INC	1,532.00	
INDUSTRIAL CHEM LABS	238.22	
INGLES STORES #28	1,612.55	
INSURANCE SERVICES OF ASHEVILL	1,540.00	
J & L LAWN CARE	4,100.00	
J D GOSNELL TRUCKING	21,505.60	Transport to Market
TIFFANY JAMERSON	170.00	
JAMES RIVER EQUIPMENT	1,370.63	Landfill - repairs
JOANN JENKINS	145.35	
KATHY JOHNSON	114.30	
CINDY JOHNSTON	119.28	
JUNIOR LIBRARY GUILD	395.90	
BARBARA JUSTICE	297.00	
ANGELA KEITH	6.72	
WESLEY KEITH	280.00	
LABORATORY CORP.OF AMERICA	631.28	
LAKEWAY RECYCLING & SANITATION	16,953.94	Transport to Market
LAND OF SKY REGIONAL COUNCIL	4,374.50	Dues
LAUREL VOLUNTEER FIRE DEPT	125.00	
LAWMEN'S SAFETY SUPPLY, INC.	365.58	
LD PRODUCTS	59.74	
KARY LEDFORD	44.10	
LEXIS NEXIS	98.53	
LIGHTHOUSE FIRE ALARM SERVICES	286.78	
MANUEL LOPEZ	61.18	
EMILY LOVE	329.00	
LOWES BUSINESS ACCOUNT	6,066.80	
JAIME LUNSFORD	4.50	
MADISON CO TAX COLLECTOR	1,745.59	
MADISON COUNTY BOARD OF EDUC	273,312.00	
MADISON COUNTY CLERK OF COURT	750.00	
MADISON COUNTY COOPERATIVE E)	392.35	
MADISON COUNTY DSS	49.79	

MADISON COUNTY HABITAT FOR HUI	164.70	
MADISON COUNTY HEALTH DEPARTI	410.00	
MADISON COUNTY SHERIFF'S DEPAF	320.00	
MADISON COUNTY SOLID WASTE	45.35	
MADISON COUNTY TAX COLLECTOR	529.04	
MADISON PHARMACY	520.24	
MAHEC	12,624.00	Triple P
PATRICK MAHON	219.85	
MARIA MALTRY	19.80	
MICHAEL C. MANEY	189.46	
MARS HILL BAPTIST CHURCH	50.00	
MARS HILL FARMERS AND ARTISAN I	660.00	
MARS HILL RETIREMENT COMMUNIT'	117.00	
MARSH PROPANE	3,040.08	
TOWN OF MARSHALL	5,141.67	
MARYJANES FARMS	19.95	
CHARLES MASHBURN	78.00	
MASHBURN MEDICAL CENTER	1,894.19	
MCCRARY STONE SERVICE, INC.	833.00	
DAVID MCRANEY	40.70	
MCSWD	43.26	
MED-EXPRESS, INC	624.17	
MEMORIAL MISSION HOSPITAL	93,889.00	
SANDI METCALF	17.10	
DENISE MEYERS	20.93	
MIDDLE LAUREL CHURCH OF GOD	200.00	
MIDRANGE SOLUTIONS	112.50	
MIDWEST TAPE	806.45	
HEATHER MIKUS	35.28	
CALEB AND SAVANNAH MILLER	475.00	
CYNTHIA MILLER	56.00	
MISSION COMMUNITY ANESTHESIO	41.79	
MISSION HOSPITALS INC.	538.18	
MOMMA'S COUNTRY KITCHEN	54.90	
KATHY MOON	581.00	
HAILEY MOORE	265.87	
JOETTA MOORE	2.20	
MOTHER EARTH NEWS	17.00	
MOUNTAIN STEEL COMPANY	1,934.56	Landfill
MOUNTAIN VALLEY SPRING WATER	830.40	
MR TINT WINDOW FILM	20,559.08	Early College
N.C. DEPARTMENT OF ADMINISTRAT	300.00	
NC DHHS OFFICE OF THE CONTROLL	50.00	
NC A&T STATE UNIVERSITY	6,906.56	Coop Ext
NC BOARD OF PHARMACY	275.00	
NC CHILD SUPPORT	588.48	
NC DEPARTMENT OF ADMINISTRATIC	427.11	
NC DEPT OF AGRICULTRE & CONSUM	8,786.62	Forest Svc
NC DEPT OF PUBLIC SAFETY	2,305.58	
NC DEPT OF REVENUE	8,073.00	
NC DMV	6.00	
NC LICENSING BOARD	126.00	
NC PUBLIC HEALTH ASSOCIATION	185.00	
NC STATE BUREAU OF INVESTIGATI	940.00	
NCACC	99.00	
NCACC/NCCL	42,699.00	
NEW HOPE GROUP HOME	562.00	
RALPH NORTON	1,321.20	
NORTON TIRE	60.00	
NTA INC	54.03	
O A GREGORY INC	25,418.19	
OFFICE DEPOT	1,182.98	

OLD CREEK GENERAL STORE	64.51	
OMAR AWNING COMPANY	32,418.00	1/2 payment for BC, MHE, MMS
ONE SOURCE DOCUMENT SOLUTION	465.39	
ORIGINAL LOOK AUTO REFINISHING	1,022.87	
OTIS ELEVATOR COMPANY	349.56	
OWEN G DUNN COMPANY	192.69	
ANGELA PARKER	51.75	
PATTERSON DENTAL SUPPLY	643.07	
LISA PAYNE	250.00	
PCARD-FIRST CITIZENS	2,782.14	
PENGUIN RANDOM HOUSE INC	217.77	
PENSKE TRUCK LEASING	115.27	
PETER PERDOMO	750.00	
COY PHILLIPS	37.21	
PITNEY BOWES	2,749.55	
MILLIE POOLE	9.00	
JOHN AND AMANDA PRESSLEY	750.81	
PRIME HEALTH SERVICES	1,221.69	
PROJECT CHALLENGE NC, INC.	2,991.42	
PROLITERACY MEMBERSHIP	99.00	
PROVIDENT FUNDING ASSOCIATES	1,513.63	
PURCHASE POWER	516.65	
QUILL CORPORATION	1,077.06	
MARTHA RAMSEY	400.00	
TIFFANY RAMSEY	208.88	
KATHY RAY	100.00	
READ'S UNIFORMS, INC	914.57	
JEANIA REAUME	84.66	
RECORDED BOOKS LLC	98.71	
AMY REESE	102.48	
REGISTER OF DEEDS' SUPPLEMENT,	403.00	
REPUBLIC SERVICES	1,359.07	
DARLYNE RHINEHART	36.00	
CLAYTON RICE	35.00	
VELDA RICE	312.12	
RICK'S AUTO PARTS INC.	1,319.95	Maint=126.05, Trans=115.77, Landfill=1078.13
RIVERCLUB INVESTORS	4,321.34	Refund overpayment of taxes
ROBERT ADAMS, DDS	400.00	
LOUIS ROBERTS	700.00	
VICKIE ROBERTS	72.00	
RUTHERFORD-POLK-MCDOWELL	8,840.61	HD Focus Grant
SAM'S CLUB DIRECT	2,952.73	Lib=174.55, Nutr=1012.11, Animal=274.27, SD=1491.80
J.B. SAMS	39.15	
CHRISTINE SCOTT	67.20	
SEELANDS RECORDS	1.76	
DELILAH SELF	125.00	
SELF DETERMINATION	243.65	
SELF HELP CREDIT UNION	5.00	
SERVICEMASTER OF BUNCOMBE CO	6,000.00	
SERVICEMASTER PBM, INC.	3,887.75	
HEATHER SHARP	399.49	
ORVAL SHELTON	30.24	
BRENDA SHOFF	49.32	
SHRED IT	104.90	
SIGNATURE PUBLIC FUNDING	649,344.00	Jail loan
SIRCHIE FINGER PRINT LAB	394.41	
SISTERS OF MERCY HEALTH DESIGN	195.00	
DYATT F SMATHERS	35.00	
BROOKE SMITH	13.70	
SMOKY MOUNTAIN DINER	17,192.10	
MARK SNELSON	400.00	
CARLIE SPEARS	225.00	

SPECIALTIES, INC	352.72	
SANDRA STANLEY	163.52	
STAPLES	103.54	
AMANDA STATON	400.00	
EDWARD STAVISH	469.00	
DEANA STEPHENS	286.72	
BRENT STILLS	500.00	
STRATEGIC MATERIALS	93.84	
SUBURBAN PROPANE	102.85	
SHARON S. SWEEDE	400.00	
SWEET MONKEY	38.41	
SYSCO FOOD SERVICES KNOXVILLE	6,891.70	
KATELYN TAGG	634.00	
TERMINIX SERVICE	266.35	
THE HOME DEPOT	620.34	
THE NEWS RECORD	35.00	
THOMPSON FC	2,429.36	
MONRO MUFFLER BRAKE, INC	2,997.11	SD
TOM'S AUTO BODY	1,614.00	
TOP LINE TROPHIES	81.11	
TOSHIBA BUSINESS SOLUTION	11,336.78	
TRACTOR SUPPLY CO	258.63	
TRANSYLVANIA COUNTY LIBRARY	10.00	
BLUE MOUNTAIN STORAGE	600.00	
TUCKER ADMINISTRATORS, INC.	82,524.98	
U.S. BANK VOYAGER FLEET SYSTEM	8,391.82	
U.S. CELLULAR	2,155.87	
UNC SCHOOL OF GOVERNMENT	675.00	
UNITED STATES POSTAL SERVICE	659.08	
VALUE PRINT OF MARS HILL	539.10	
VAYA HEALTH	15,000.00	
VERIZON	1,266.71	
VERIZON BUSINESS	1,450.00	
VETERINARY PUBLIC HEALTH PROGI	226.05	
JOSEPH VOGLER	10.33	
WAKE FOREST UNIVERSITY	1,750.00	
CHRISTA ANN WALLIN	35.00	
ROBIN WALLIN	150.00	
WALMART	86.79	
WALMART COMMUNITY	257.83	
WALNUT SERVICE CENTER	10,737.86	Landfill=1093.29, DSS=42.44, Trans=3157.15, Insp=44.57, SD=6400.41
WASTE PRO -ASHEVILLE	211.64	
MATTHEW WECHTEL	400.00	
WEX BANK	5,350.47	
SHEILA WHITTINGTON	22.32	
ANTHONY WILLIAMS	840.00	
WILSON'S CONSTANT CARE	1,333.00	
WOLFE & ASSOCIATES	140.00	
JUDITH WOODY	111.60	
WORLEY & PELTZ	18.65	
BRANDON YOUNG	31.52	
ZOETIS	335.21	
Total	2,365,717.85	

**Madison County
Board of Commissioners**

**2019 Budget Amendment # 9
February 12, 2019**

Description	Line Item	Debit	Credit
Ad Valorem Taxes			
Ad Valorem - Late Listing	10.3100.1800		\$ 2,000.00
Sale of Foreclosed Properties	10.3100.8000		\$ 17,000.00
2016 Ad Valorem Taxes	10.3100.2016	\$ 50,000.00	
2015 Ad Valorem Taxes	10.3100.2015	\$ 39,540.13	
To adjust budget based on actual collections.			
Insurances			
Worker's Comp	10.4261.1860		\$ 586.00
Worker's Comp	10.4330.1860		\$ 30.00
Worker's Comp	10.4331.1860		\$ 8.00
Worker's Comp	10.4356.1860		\$ 101.00
Worker's Comp	10.4380.1860		\$ 1.00
Worker's Comp	10.4522.1860		\$ 1,042.00
Worker's Comp	10.4931.1860		\$ 4.00
Worker's Comp	10.4950.1860		\$ 67.00
Worker's Comp	10.5110.1860		\$ 565.93
Worker's Comp	10.5310.1860	\$ 180.00	
Worker's Comp	10.5373.1860	\$ 142.11	
Worker's Comp	10.5500.1860	\$ 636.00	
Worker's Comp	10.5551.1860		\$ 262.87
Worker's Comp	10.6110.1860	\$ 24.00	
Worker's Comp	80.4720.1860		\$ 985.00
Worker's Comp	80.4721.1860		\$ 386.00
Unemployment Insurance	10.4130.1850		\$ 2,798.06
Unemployment Insurance	10.4140.1850		\$ 1,338.17
Unemployment Insurance	10.4141.1850		\$ 1,392.87
Unemployment Insurance	10.4170.1850		\$ 727.15
Unemployment Insurance	10.4180.1850		\$ 533.32
Unemployment Insurance	10.4261.1850		\$ 1,293.40
Unemployment Insurance	10.4330.1850		\$ 212.89
Unemployment Insurance	10.4331.1850		\$ 3,640.79
Unemployment Insurance	10.4350.1850		\$ 1,921.45
Unemployment Insurance	10.4356.1850		\$ 444.43
Unemployment Insurance	10.4380.1850		\$ 1,569.60
Unemployment Insurance	10.4521.1850		\$ 705.10
Unemployment Insurance	10.4522.1850		\$ 2,021.72
Unemployment Insurance	10.4931.1850		\$ 1,221.42

Unemployment Insurance	10.4950.1850		\$	179.15
Unemployment Insurance	10.4961.1850		\$	742.73
Unemployment Insurance	10.5110.1850		\$	15,316.01
Unemployment Insurance	10.5310.1850		\$	17,427.80
Unemployment Insurance	10.5373.1850		\$	570.19
Unemployment Insurance	10.5500.1850		\$	1,191.34
Unemployment Insurance	10.5551.1850		\$	1,446.48
Unemployment Insurance	10.6110.1850		\$	2,538.71
Unemployment Insurance	10.6130.1850		\$	326.76
Unemployment Insurance	80.4720.1850		\$	4,883.45

To adjust budget for actual billed unemployment and workers comp insurances.

Transportation

Office Supplies	10.4521.1990		\$	705.10
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To reallocate Admin budget that was for Unemployment Ins

Salaries	10.4521.1210		\$	465.00
FICA	10.4521.1810		\$	35.57
Retirement	10.4521.1820		\$	36.46
Health Insurance	10.4521.1830		\$	85.22
Salaries	10.4522.1210		\$	465.00
FICA	10.4522.1810		\$	35.57
Retirement	10.4522.1820		\$	36.46
Health Insurance	10.4522.1830		\$	85.22
Office Supplies	10.4521.2610		\$	622.25
Ins - Prop & Gen Liab	10.4522.4510		\$	618.00
Professional Services - Other	10.4522.1990		\$	4.25

To reallocate 1% of Dept Head salaries from Admin to Operating per the FY19 grant.

INTEREST EARNED

Interest Earned	10.3831.4910		\$	10,000.00
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To adjust budget to new projections

Contingency

Contingency	80.7000.0000		\$	6,254.45
			\$	98,726.29
			\$	98,726.29

Difference \$ -

Net effect of all budget amendments

General Fund	Revenues	\$	(60,540.13)
	Expenses	\$	(60,540.13)
Landfill	Revenues	\$	-

**Madison County
Board of Commissioners**

**2019 Budget Amendment # 9B
February 12, 2019**

Description	Line Item	Debit	Credit
DSS:Admin	10.3531.3300		\$ 78,494.31
LIEAP	10.5481.6795	\$ 57,975.00	
Payments	10.5481.6770	\$ 19,466.00	
Crisis: Haywood Elect	10.5481.6790	\$ 1,053.31	

Additional funds were allocated from Federal funds to assist with payments for heating assistance.

Lottery

State Grant/Lottery	10.3591.0000		\$ 184,500.00
State Grant/Lottery	10.5911.6340	\$ 184,500.00	

The school is requesting lottery funds be used for 2 payments on the energy loan so they can use the 40-42 funds for additional construction projects.

School

National Timber Receipts	10.3313.2400		\$ 743.44
Forest Service Funds	10.5911.6700	\$ 743.44	

PILT/Forest Service Funds were received and must be sent to the schools per general statute.

\$ 263,737.75 \$ 263,737.75

Difference \$ -

Net effect of all budget amendments

General	Revenues	\$ 263,737.75
	Expenses	\$ 263,737.75

Attachment 10.3

Tax Year	Parcel #	Adjustment #	Adjustment Reason	Date of Adj.	Refund Recipient Name	Refund Address Line 1	Refund Address	Refund City	Refund State	Refund Zip Code	Refund Amount	Fire District	Fire Refund (\$)
2018	0000004704-2018-2018-0000-00	155	Removal of SW Fee	1/18/2018 8:48:53 AM	CODY, DARLENE R.	7241 US 25-70 HWY.	P.O. BOX 967	MARSHALL	NC	28753	1,035.00		0.00
2018	0000000427-2018-2018-0000-00	155	Assessed In Err	1/31/2018 10:34:12 AM	EALEY, GARY D.	3306 GRAPEVINE RD		MARSHALL	NC	28753	40.87		0.00
2018	0000000427-2018-2018-0000-00	155	Assessed In Err	1/31/2018 10:34:12 AM	EALEY, GARY D.	3306 GRAPEVINE RD		MARSHALL	NC	28753	6.30	MARS HILL FD	8.30
2018	0000007893-2018-2018-0000-00	190	Removal of SW Fee	1/15/2018 3:02:48 PM	FORE, LISA	PO BOX 254		MARSHALL	NC	28753	160.00		0.00
2018	000017638-2018-2018-0000-01	187	Ownership change	1/31/2018 3:17:23 PM	HAMSHO, RYAN E.	835 SECLUDED VALLEY ROAD		MARSHALL	NC	28753	624.89		0.00
2018	000001601-2018-2018-0000-00	187	Removal of SW Fee	1/15/2018 12:30:12 PM	KING, JAMES R.	2281 CHAPEL HILL ROAD		MARSHALL	NC	28753	160.00		0.00
2018	0000008011-2018-2018-0000-00	185	Adjustment	1/15/2018 12:15:48 PM	LAVINER, MARLENE	1241 EDINBURG ST		NORTH PORT	FL	34288	26.00		0.00
2018	0000008011-2018-2018-0000-00	185	Adjustment	1/15/2018 12:16:49 PM	LAVINER, MARLENE	1241 EDINBURG ST		NORTH PORT	FL	34288	4.50	MARS HILL FD	4.50
2018	0000010315-2018-2018-0000-00	182	Removal of SW Fee	1/16/2018 1:28:28 PM	LEDFORD, SHEILA K.	PO BOX 1061		MARSHALL	NC	28753	3.20		0.00
2018	0000005036-2018-2018-0000-00	181	Removal of SW Fee	1/16/2018 1:24:30 PM	LEDFORD, SHEILA KAY	PO BOX 1051		MARSHALL	NC	28753	3.20		0.00
2018	0000003012-2018-2018-0000-01	156	Situs error	1/2/2018 11:03:04 AM	NIX, FLEET HOLDEN JR.	448 MAGNOLIA LANE	PO BOX 586	MARSHALL	NC	28753	169.25	JUPITER FD	169.25
2017	0000487519-2017-2017-0000-01	158	Situs error	1/2/2018 12:24:56 PM	NIX, FLEET HOLDEN JR.	448 MAGNOLIA LANE	PO BOX 586	MARSHALL	NC	28753	169.25	JUPITER FD	169.25
2017	0000487527-2017-2017-0000-01	158	Situs error	1/2/2018 11:19:07 AM	NIX, FLEET HOLDEN JR.	448 MAGNOLIA LANE	PO BOX 586	MARSHALL	NC	28753	169.25	JUPITER FD	169.25
2018	0000487524-2018-2018-0000-01	160	Situs error	1/3/2018 12:59:21 PM	NIX, FLEET HOLDEN JR.	448 MAGNOLIA LANE	PO BOX 586	MARSHALL	NC	28753	169.25	JUPITER FD	169.25
2014	0000487541-2014-2014-0000-01	161	Situs error	1/3/2018 1:00:42 PM	NIX, FLEET HOLDEN JR.	448 MAGNOLIA LANE	PO BOX 586	MARSHALL	NC	28753	169.25	JUPITER FD	169.25
2018	0000007887-2018-2018-0000-00	200	Assessed In Err	1/23/2018 11:36:04 AM	PUTHOFF, DAVID B.	2008 FISHER BRANCH ROAD		MARSHALL	NC	28753	112.43		0.00
2018	0000007887-2018-2018-0000-00	200	Assessed In Err	1/23/2018 11:36:04 AM	PUTHOFF, DAVID B.	2008 FISHER BRANCH ROAD		MARSHALL	NC	28753	19.46	MARS HILL FD	19.46
2018	0000008354-2018-2018-0000-01	202	Elderly Exclusion	1/23/2018 3:01:45 PM	RAMSEY, EVELYN RICE	PO BOX 1824		MARS HILL	NC	28754	131.00		0.00
2018	0000008354-2018-2018-0000-02	203	Elderly Exclusion	1/23/2018 3:04:49 PM	RAMSEY, EVELYN RICE	PO BOX 1824		MARS HILL	NC	28754	227.25		0.00
2018	0000008354-2018-2018-0000-02	203	Elderly Exclusion	1/23/2018 3:04:49 PM	RAMSEY, EVELYN RICE	PO BOX 1824		MARS HILL	NC	28754	38.34	MARS HILL FD	38.34
2018	000014506-2018-2018-0000-00	149	Acrrange change	1/23/2018 11:14:30 AM	WARREN, SHERYL ANN RICE	186 OLLIE WEAVER ROAD		WEAVERVILLE	NC	28787	218.56		0.00

Subtotal

Authorization

Date:

2/7/2019

3,058.15

945.95

Fiscal Monitoring Report

LME / MCO NAME: VAYA HEALTHFOR THE PERIOD ENDING: 12/31/2018

of month in the fiscal year (July = 1, August = 2, . . . , June = 12) =====>

6

1. REPORT OF BUDGET VS. ACTUAL	(1)	(2)	(3)	(4)	(5)	(6)
	PRIOR YEAR		CURRENT YEAR 2018-2019			
	2017-2018		BUDGET	ACTUAL	BALANCE	ANNUALIZED
	BUDGET	ACTUAL	BUDGET	YR-TO-DATE	(Col. 3-4)	PERCENTAGE
REVENUE						
Interest Earned	303,558	354,602	525,000	273,657	251,343	104.25%
Rental Income	53,772	53,772	53,772	26,886	26,886	100.00%
Appropriation of Fund Balance	19,622,829	-	12,647,898	-	12,647,898	0.00%
Other Local	1,349,839	1,378,145	1,132,835	585,272	547,563	103.33%
Total Local Funds	21,329,998	1,786,519	14,359,505	885,815	13,473,690	12.34%
County Appropriations (by County, includes ABC Funds):						
Alexander County	50,000	50,000	50,000	25,000	25,000	100.00%
Alleghany County	115,483	115,483	115,483	57,742	57,742	100.00%
Ashe County	189,566	189,566	189,566	94,783	94,783	100.00%
Avery County	89,600	89,600	89,600	44,800	44,800	100.00%
Buncombe County	600,000	600,000	600,000	300,000	300,000	100.00%
Caldwell County	119,628	120,353	120,418	59,117	61,301	98.19%
Cherokee County	75,000	75,000	75,000	37,500	37,500	100.00%
Clay County	15,000	15,000	15,000	7,500	7,500	100.00%
Graham County	6,000	6,000	6,000	3,000	3,000	100.00%
Haywood County	101,900	99,122	101,900	51,383	50,517	100.85%
Henderson County	528,612	528,612	528,612	264,306	264,306	100.00%
Jackson County	123,081	123,081	123,081	61,541	61,541	100.00%
Macon County	106,623	106,623	106,623	53,312	53,312	100.00%
Madison County	30,000	30,000	30,000	15,000	15,000	100.00%
McDowell County	67,856	67,856	67,856	33,928	33,928	100.00%
Mitchell County	18,000	18,000	18,000	9,000	9,000	100.00%
Polk County	78,491	78,310	78,719	39,777	38,943	101.08%
Rutherford County	102,168	102,168	102,168	51,084	51,084	100.00%
Swain County	24,091	26,370	26,266	13,515	12,751	102.91%
Transylvania County	99,261	99,261	99,261	49,631	49,631	100.00%
Watauga County	171,194	171,194	171,194	85,597	85,597	100.00%
Wilkes County	267,354	268,047	268,316	134,030	134,285	99.90%
Yancey County	26,000	26,000	26,000	13,000	13,000	100.00%
Total County Funds	3,004,908	3,005,647	3,009,063	1,504,544	1,504,519	100.00%
DMH/DD/SAS State and Federal Funding	79,480,519	76,394,920	74,806,186	40,298,493	34,507,693	107.74%
DHB Capitation Funding (Medicaid)	329,980,398	322,970,297	334,381,987	161,804,470	172,577,517	96.78%
DHB Risk Reserve Funding (Medicaid)	6,734,294	6,617,747	6,824,122	3,319,658	3,504,464	97.29%
All Other State/Federal Funds	255,900	283,800	260,000	228,247	31,753	175.57%
Total State, Federal and Medicaid Funds	416,451,111	406,266,764	416,272,295	205,650,868	210,621,427	102.66%
TOTAL REVENUE	440,785,017	411,058,930	433,640,864	208,041,225	225,599,636	95.95%
EXPENDITURES:						
Administration	60,972,480	46,889,397	57,533,443	22,917,667	34,615,776	79.67%
LME Provided Services (Service Support)	1,653,575	1,444,386	1,911,236	718,870	1,192,366	75.23%
Provider Payments (State Funds)	68,436,869	67,734,777	61,859,898	25,306,790	36,353,108	82.09%
Provider Payments (Federal Funds)	13,412,541	12,886,062	9,892,865	6,365,625	3,627,240	127.40%
Provider Payments (County Funds)	3,029,656	2,954,234	3,009,063	1,365,189	1,643,874	90.74%
Provider Payments (Medicaid)	292,504,052	286,272,614	298,760,070	150,122,606	148,837,464	100.50%
Shelter Plus Care Grant Expenditures	776,844	765,618	774,290	362,826	411,464	93.72%
TOTAL EXPENDITURES	440,786,017	418,747,088	433,640,864	207,159,572	226,481,292	95.54%
Net Income or (Loss) (from Operations and Risk Reserve)		(7,688,159)		881,653		
Less Risk Reserve Revenue		(6,617,747)		(3,319,658)		
NET INCOME OR (LOSS) FROM OPERATIONS		(14,305,906)		(2,438,005)		
2. FUND BALANCE						
Restricted Fund Balance for Risk Reserve		37,963,258		41,282,916		
Restricted Fund Balance - State Statute, Prepaids & Investment in Fixed Assets		12,851,247		19,854,644		
Unrestricted Fund Balance (Including Board Commitments)		27,880,650		18,610,807		
TOTAL FUND BALANCE		78,695,156		79,748,368		
3. CURRENT CASH POSITION						
Current Cash In Bank (Including Risk Reserve)				99,861,465		
Less Risk Reserve Cash				(41,282,916)		
TOTAL OPERATING CASH				58,578,549		*See additional Document
4. ESTIMATED SERVICES INCURRED BUT NOT REPORTED/PAID (IBNR)				18,816,254		



"Making it Happen"

Board of Education
Karen Blevins, Chairman
Kelby Cody, Vice Chairman
Kevin Barnette, Member
Keith Ray, Member
Barbara Wyatt, Member

Superintendent:
Dr. Will Hoffman

To: Norris Gentry, Chairman
Wayne Brigman, Vice Chairman
Craig Goforth, Commissioner
Mark Snelson, Commissioner
Matthew Wechtel, Commissioner

CC: Forrest Gilliam, County Manager

From: Madison County Board of Education
Dr. Will Hoffman, Superintendent of Schools

Date: January 16, 2019

Subject: Request Lottery Funds to pay 2 payments of Energy Savings Loan

The Board of Education and I respectfully request \$184,500 of lottery funds to use to pay the last two payments of \$92,250 each for the 18-19 school year on the energy savings loan. This would allow us to use the 40/42 money budgeted for this to complete the alternative learning program building that we are constructing.

Total Lottery Funds Request \$184,500

We appreciate all you do for our schools and our children.

AMENDMENT TO CONTRACT AND AGREEMENT

THIS EXTENSION OF CONTRACT AND AGREEMENT (this "Extension") is made and entered into as of the 13th day of July 2016 by and between the County of Madison, North Carolina (hereinafter referred to as the "County") and LAKEWAY SANITATION AND RECYCLING MSW, LLC, a Tennessee company, (hereinafter referred to as "Lakeway") as Assignee from LAKEWAY RECYCLING AND SANITATION, INC.

RECITALS

- A. County and Lakeway are parties to a landfill disposal services Contract and Agreement dated November 30th, 2011 (the Contract and Agreement).
- B. The parties desire to officially extend the Agreement through November 30, 2021 as allowed for in ARTICLE VII (a) Term.

AGREEMENT

NOW, THEREFORE, it is mutually agreed that the term of the Agreement is hereby extended through November 30, 2021. Lakeway will agree not to request or implement the annual CPI adjustment for the remaining term of the current agreement and through the first year of the second term. Therefore there will not be a CPI adjustment prior to December 1, 2017. Any CPI adjustment is not to exceed three percent (3%) on an annual basis as specified in the original Contract and Agreement ARTICLE VI (i). All terms and conditions will continue unchanged except as specifically modified herein, the Contract and Agreement shall remain in full force and effect as written.

THE PARTIES HERETO do hereby further agree that no provision herein contained shall be construed to interpret that the County shall be obligated to funding hereunder for a specific term or in specific amounts nor shall any of the terms and provisions hereof be interpreted to impute unto the County any financial responsibility which would be inconsistent with the terms and provisions of the Local Government Fiscal Control Act as adopted by the North Carolina General Assembly. Further, if funds are not appropriated at any time during a fiscal year subsequent to the execution of this contract and there is no legal procedure or available funds by or which payments can be made, and the appropriate did not result from an act or omission by the County, the County shall have the exclusive right to terminate the fiscal arrangement between the County and Lakeway as herein set forth on the last day of the fiscal period for which appropriations were received. If required, at least thirty (30) days prior to the end of the County's fiscal year the County's financial officer shall certify in writing in the event that funds are not appropriated for the fiscal period and that such non-appropriation was not a result of any act or omission of the County and that the County has exhausted all funds legally available for the undertaking of appropriations set forth herein.

This Extension may be executed in counterparts, including by facsimile.

[THE NEXT PAGE IS THE SIGNATURE PAGE.]

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Darlyne Rhinehart
Darlyne Rhinehart
Finance Officer

IN WITNESS WHEREOF, this Extension of CONTRACT AND AGREEMENT is executed and delivered on behalf of the undersigned by their duly authorized representatives as of the date first set forth above.

LAKEWAY SANITATION AND RECYCLING MSW, LLC

By: [Signature]
Name: Benjamin Habets
Title: Region Manager - Vice President

COUNTY OF MADISON, NORTH CAROLINA

By: [Signature]
Name: Forrest Gilliam
Title: County Manager

THE

Attachment 11.3

If your community has been selected as a possible location for a Charters of Freedom Setting then the following is what we are proposing.

A base setting displaying The Declaration of Independence, United States Constitution, and Bill of Rights is being gifted to your community from Foundation Forward, Inc.

This setting will have a reinforced poured concrete foundation going down three feet into the ground and a reinforced poured concrete core.

The fascia surrounding the core will be brick to match the buildings in the area.

The document chambers and capstone will be cast stone and painted.

The six Founding Documents will be on 1/4" routed bronze plate covered with 1/2" treated polycarbonate.

If a different fascia of granite, limestone, or local stone is desired this will require local funding for the additional costs.

It is the responsibility of The Community to provide a location that is central to the community, has high visibility, high foot traffic, and easily accessible to school children.

The site preparation must be done by The Community to remove any trees, power lines, water lines, etc. so excavation can be done safely.

Once the setting has been completed by Foundation Forward any landscaping desired will be provided by the community.

The Setting will be turned over to the Community at a Dedication Ceremony assisted by Foundation Forward.

Congratulations!

We are excited!!!



Vance Patterson – Founder
Foundation Forward, Inc.



chartersoffreedom.com

STEPS TO BUILDING YOUR

PHASE ONE - INTRODUCTION, PRESENTATIONS, PLANNING

Step One - Foundation Forward, Inc. will work with your County or City Administrator to add the Presentation to the public agenda of the meeting of the governing body - County Commissioner's Meeting or City Council Meeting.

Step Two - Following the Presentation to the governing body in general session, Foundation Forward will propose the governing body consider accepting the gift from Foundation Forward on behalf of The Children and Citizens of The Community, and commit to providing a site suitable for the setting.

Step Three - Letters of Intent will be exchanged and the project will begin.

PHASE TWO - COMMUNITY SUPPORT AND FUNDING

1. Community Support is crucial for a successful setting, not only for funding if needed, but for the community to take ownership of the setting once it is completed.
2. A Leader is required to make this work. This person must have a passion for the project, be a respected member of the community and have a network of good contacts.
3. A local bank account is set up to accept local donations.

Types of Support:

1. Donors of materials and labor - concrete, rebar, concrete labor, brick, brick masons.
2. Individual Donors
3. Corporate Donors
4. Legacy Donors - Names on Dedication Plaque
5. Engraved Brick Donors - Names are built into back of settings.

PHASE THREE - CONSTRUCTION

Step One - Site is cleared and prepared for excavation.

Step Two - Excavation to 3' and rebar is set, concrete is poured - 4,000 psi+

Step Three - Core is formed, rebar is set, concrete is poured - 4,000 psi+

Step Four - Brick fascia is installed.

Step Five - Document Chambers are set, Bronze Documents are set, Polycarbonate and Trim are set.

Step Six - Plaques are installed.

Step Seven - Cleanup, and landscaping if desired.

PHASE FOUR - DEDICATION

Step One - Decide on a date.

Step Two - Coordinate with Foundation Forward for Programs and suggested agenda based on past dedications.

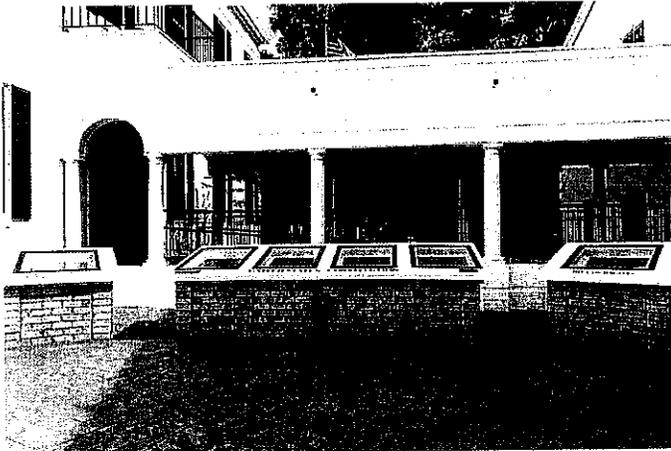


VARIOUS

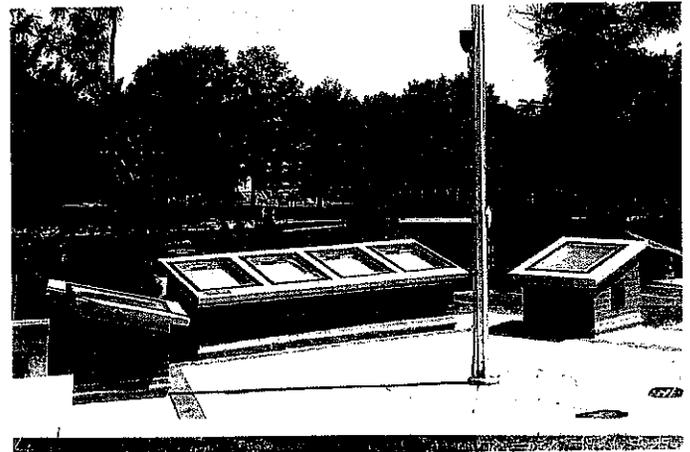
All settings have the same basic components:

1. Solid Foundation going down 3' into the ground with reinforced poured concrete.
2. Solid Core with reinforced poured concrete.
3. Six Founding Documents on ¼" routed bronze plates – each weighing over 60 lbs.
4. Vault imbedded in the back of the center setting, with time capsule.
5. Document chambers are covered with ½" treated polycarbonate and framed.
6. Five bronze plaques are installed.

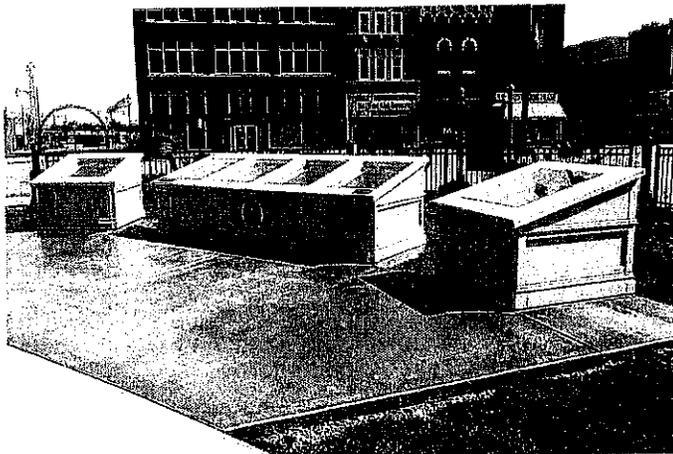
The difference in the settings is the fascia selections. They are as follows, with estimated costs:



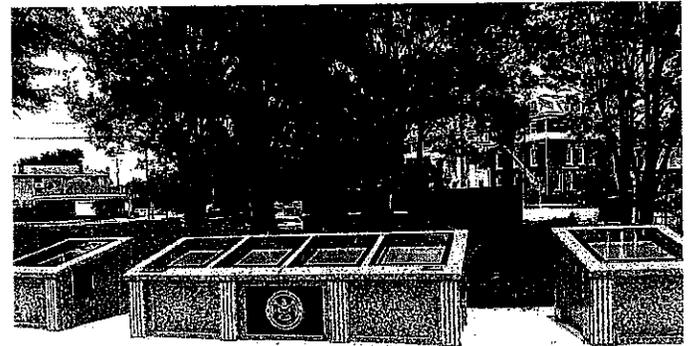
BRICK SETTING WITH PAINTED STONE CAP



BRICK SETTING WITH LIMESTONE CAP
ADDITIONAL \$15,000



LIMESTONE SETTING
ADDITIONAL \$41,000



GRANITE SETTING
ADDITIONAL \$48,500



Foundation Forward, Inc.

A 501 (c) (3)

227 Main Street West
Valdese, NC 28690

February 6, 2019

Madison County, Charters of Freedom
Norris Gentry, Chairman

Letter of Intent

Whereby, a presentation was made by Foundation Forward Inc., to the County of Madison. This matter was taken under consideration and approval granted to accept the Madison County, NC- Charters of Freedom gift from Foundation Forward.

By this letter, Foundation Forward, Inc. affirms its intent to gift to Madison County, North Carolina a brick and cast stone Charters of Freedom Setting as displayed in The National Archives in Washington, D.C. to the citizens of Madison County, North Carolina.

This three-part setting will consist of The Declaration of Independence, four pages of The United States Constitution, and The Bill of Rights, to be placed on the lawn of the Historical Madison County Courthouse North Carolina. This location was selected by the county for its central location in the county, high visibility and foot traffic, and easy access for school children and all citizens.

All funds for this project will be kept in a SunTrust bank account in Burke County, Morganton North Carolina under the account named "Foundation Forward, Inc., Madison County - Charters of Freedom." Foundation Forward will make updated information available to the County Chairman upon request. Vance and Mary Jo Patterson have made the initial deposit into the account in the amount of \$1,000 and deposits will be made to cover the costs of constructing a brick and cast stone setting that will be dedicated to Madison County, North Carolina.

Upon the return Letter of Intent from Madison County, stating their intent to accept this setting the process will began with scheduling of construction, ordering materials and coordinating community support. Madison County will be responsible for site preparation and landscaping, if any, following the completion of the setting. The targeted start date will be determined by the Foundation's current build schedule and the county will be informed of an anticipated start date based on such. Planning for the Dedication Ceremony will be concurrent with the construction.

Foundation Forward, Inc.

By: _____ Date: _____

Founder, Vance Patterson

Madison County, NC

By: _____ Date: _____

Chairman, Norris Gentry





Community Action Opportunities

HELPING PEOPLE. CHANGING LIVES.

January 25, 2019

Mr. Norris Gentry, Chairperson
Madison County Commissioners
PO Box 579
Marshall, North Carolina 28753

Dear Mr. Brigman:

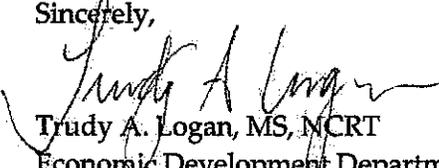
Community Action Opportunities (CAO) serves Buncombe, Madison and McDowell counties through the Community Services Block Grant (CSBG). We will submit the complete FY 2020 CSBG Grant Application to our State Administrator, the Office of Economic Opportunity (OEO), this week for consideration.

CAO's Board of Directors approved the application on January 24, 2019. Per our timeline we are submitting our proposal to the Madison County Commissioners today for review. The board contact listing, budget details and the appendices are excluded.

If the County Commissioners have any comments about the proposal, please provide those to me at trudy.logan@communityactionopportunities.org and Sherra Pope, OEO Program Analyst, at Sherra.Pope@dhhs.nc.gov in writing by February 25, 2019.

If a presentation is desired to discuss the application, we would be happy to do so at a time that is convenient to you. Contact me at via email or at the phone number below with questions or to schedule a presentation. Thank you for your time and consideration.

Sincerely,


Trudy A. Logan, MS, NCRT
Economic Development Department Director

Enclosures

Cc: File

OFFICE of
ECONOMIC OPPORTUNITY

Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: Community Action Opportunities, Inc.

County: Madison

Date of Application Submission: January 28, 2019

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **February 15, 2019.**

Clerk to the Board should initial all items below.



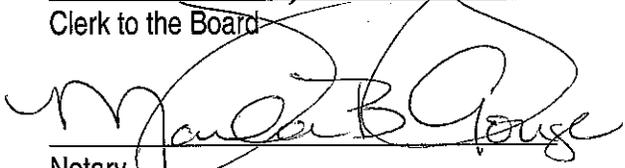
The agency submitted a complete grant application for Commissioner review.

The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

Commissioners' comments provided those to the agency. (If applicable)


Clerk to the Board

2.1.19
Date


Notary

2/1/19
Date

MARLA B GOUGE
Notary Public
North Carolina
Madison County

North Carolina Department of Health and Human Services

Division of Social Services

OFFICE of ECONOMIC OPPORTUNITY

Community Services Block Grant Program

Fiscal Year 2019-20 Application for Funding

Project Period July 1, 2019 – June 30, 2020

Application Due Date: February 15, 2019

Agency Information			
Agency:	Community Action Opportunities		
Agency:			
Federal I.D.	56-0817672		
DUNS Number:	074495532		
Administrative Office Address:	25 Gaston Street, Asheville, North Carolina, 28801-4327		
Mailing Address (include the 4-digit zip code extension):	25 Gaston Street, Asheville, North Carolina, 28801-4327		
Telephone Number:	828.252.2495		
Fax Number:	828.253.6319		
Proposed Funding:	CSBG: \$ 505,492	Additional Resources: \$40,000	Agency Total Budget: \$545,492
Application Period:	Beginning: July 1, 2019	Ending: June 30, 2020	
Board Chairperson:	Edward R. Schell		
Board Chairperson's Address: (where communications should be sent)	25 Gaston Street, Asheville, North Carolina, 28801-4327		
Board Chairperson's Term of Office (enter beginning and end dates):	October 2018 – October 2019		
Executive Director:	Vicki Heidinger		
Executive Director Email Address:	vicki.heidinger@communityactionopportunities.org		
Agency Fiscal Officer:	Darren Waugh		
Fiscal Officer Email Address:	darren.waugh@communityactionopportunities.org		
CSBG Program Director:	Trudy Logan		
CSBG Program Director Email Address:	trudy.logan@communityactionopportunities.org		
Counties Served with CSBG funds:	Buncombe, Madison, McDowell		
Agency Operational Fiscal Year:	July – June		

North Carolina Department of Health and Human Services
Office of Economic Opportunity – Melvin L. Williams, Jr., Director
2420 Mail Service Center / Raleigh, North Carolina 27699-2420

Checklist to Submit a Complete Community Services Block Grant (CSBG) Application

Please put a check mark in the appropriate box to show that you have included the completed document with your application. All documents are required with the exception of those that say "if applicable."

Item	Included (✓)
Signed Application Certification (blue ink only)	✓
Signed Board Membership Roster (blue ink only)	✓
Board of Directors Officers and Committees	✓
Board of Directors Community Needs Assurance	✓
Planning Process Narrative	✓
Form 210 – Agency Strategy for Eliminating Poverty	✓
Form 212 – One-Year Work Program	✓
Monitoring, Assessment and Evaluation Plan	✓
Form 212A – CSBG Administrative Support Worksheet (if applicable)	n/a
Form 6844S – Agency Budget Information	✓
Form 6844N-Budget Narrative	✓
Appendices (to be attached by the Applicant):	
• Organizational Chart (do not include names)	✓
• Job Description and Resume for the Agency's Executive Director	✓
• Job Description and Resume for the Agency's Chief Financial Officer	✓
• Job Descriptions for all CSBG employees (do not include names)	✓
• Affirmative Action Plan	✓
• Documentation of Public Hearings for Initial Planning Process:	✓
Copy of Public Notice(s) from Newspaper(s)	✓
Agenda of Public Meeting(s)	✓
Copy of Attendance Sheet(s)	✓
Minutes of Public Meeting(s)	✓
• Documentation for Notice of Intent to Apply:	✓
Copy of advertisement(s)	✓
• Documentation of Submission to County Commissioners:	✓
Notarized document from county clerk	✓
Commissioners' comments or minutes (if applicable)	n/a (at time of application submission)
• Cognizant-Approved Indirect Cost Agreement	✓
• Copy of the Proposal Application submitted to the cognizant agency for approval of the Indirect Cost Rate	✓
• Cost Allocation Plan (if applicable)	✓
• Vehicle Registrations (<i>must be up-to-date and after July 1, 2019</i>)	✓
• State Certification-No Overdue Tax Debts	✓
• State Certification-Contractor Certification required by N.C. Law	✓
• Federal Certifications	✓
• Cost Allocation Plan Certification	✓
• Federal Funding Accountability and Transparency Act (FFATA)	✓
• System for Award Management (SAM) (<i>must be up-to-date and after July 1, 2019</i>)	✓

Board of Directors' Membership Roster

Total Seats Per Agency Bylaws	18	Total Current Vacant Seats	-0-
Total Number of Seats Reserved for Each Sector	6	Public	Private
Total Number of Vacant Seats Per Each Sector	6	Public	Private

Name	County of Residence	Community Group/Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
Representatives of the Poor					
1. Willie Mae Brown	Buncombe	Census Area 1 thru Mt. Zion	03/96	7	10/20
2. Edgar Bryant	Buncombe	Community Representative	08/04	4	10/21
3. Vickie Lester	Buncombe	Head Start Policy Council	12/13	1	10/19
4. Britta Spencer	Madison	Head Start Policy Council	04/15	1	10/20
5. Tammy Stackable	McDowell	Head Start Program	04/14	1	10/19
6. Susan Travers	Buncombe	Head Start Policy Council	04/18	0	10/21
Public Elected Officials					
1. Bill Clark	Madison	Madison County Commissioners	08/00	5	10/21
2. Max Haner	Buncombe	Buncombe County Commissioners	12/07	3	10/19
3. Laura Martin	Buncombe	City of Asheville	12/13	1	10/20
4. Edward Schell	Buncombe	Buncombe County Commissioners	03/83	12	10/20
5. Harriett Thomas	McDowell	City of Marion	10/12	2	10/21
6. Sarah Thornburg	Buncombe	Buncombe County Commissioners	01/11	2	10/19
Representatives of Private Organizations					
1. Karen Cragnolin	Buncombe	River Link	12/15	0	10/20
2. Ophelia DeGroot	Madison	Mars Hill University	10/14	1	10/19
3. Jane Hatley	Buncombe	Self-Help Credit Union	06/12	2	10/21
4. Dean Kanipe	McDowell	Rotary Club	06/18	0	10/20
5. Linda McDaniel	Buncombe	The ARC of Buncombe County	12/15	1	10/21
6. Elizabeth Russell	Buncombe	ArtSpace Charter School	08/03	4	10/19

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincides with the directives outlined in the agency's bylaws and that a current Board of Directors Member Profile is on file for each member.

Edward R. [Signature]

Board of Directors Chairperson

Board of Directors' Officers and Committees

Note: All committees of the board should fairly reflect the composition of the board (10A NCAC 97C .0109). Be sure to identify the chairperson and other committee positions.

Name	Office	Sector Represented	County Represented*
Officers of the Board			
Edward Schell	Chairperson	Public	Buncombe
FIFI DeGroot	Vice-Chair of Planning	Private	Madison
Max Haner	Vice-Chair of Finance	Public	Buncombe
Willie Mae Brown	Secretary	Low-Income	Buncombe
Committee Name: Personnel			
Willie Mae Brown	Chairperson	Low-Income	Buncombe
Bill Clark		Public	Madison
Linda McDaniel		Private	Buncombe
Committee Name: Function & Structure			
Sarah Thornburg	Chairperson	Public	Buncombe
Edward Schell		Public	Buncombe
Dean Kanipe		Private	McDowell
Karen Cragnolin		Private	Buncombe
Vickie Lester		Low-Income	Buncombe
Susan Travers		Low-Income	Buncombe
Committee Name: Finance			
Max Haner	Chairperson	Public	Buncombe
Harriett Thomas		Public	McDowell
Elizabeth Russell		Private	Buncombe
Jane Hatley		Private	Buncombe
Edgar Bryant		Low-Income	Buncombe
Britta Spencer		Low-Income	Madison
Committee Name: Planning & Evaluation			
Ophelia DeGroot	Chairperson	Private	Madison
Laura Martin		Public	Buncombe
Tammy Stackable		Low-Income	McDowell
Committee Name: Executive Committee			
Edward Schell	Chairperson	Public	Buncombe
Ophelia DeGroot	1 st Vice-Chair of Planning & Chair of Planning & Evaluation	Private	Madison
Max Haner	1 st Vice-Chair of Finance & Chair of Finance Committee	Public	Buncombe
Willie Mae Brown	Board Secretary & Chair of Personnel Committee	Low-Income	Buncombe
Sarah Thornburg	Chair of Function & Structure Committee	Public	Buncombe

*To be completed by agencies serving multiple counties.

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Certification and Assurances**

Public Hearing on the Initial Plan

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on _____ for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
01/17/2017	Madison		
01/17/2017	McDowell		
01/18/2017	Buncombe (2 locations)		

County Commissioners' Review

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on _____ as required by 10A NCAC 97C .0111(b)(1)(A).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
01/25/19	Buncombe		
01/25/19	McDowell		
01/25/19	Madison		

Board of Directors Approval of the Application

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: 01/24/2019

Board Chairperson: *Edward R. Schesse*
(Signature) (Date)

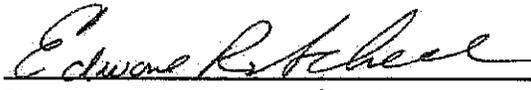
Finance Committee Chairperson: *Max L. Hower* 1-24-2019
(Signature) (Date)

Community Service Block Grant Board of Directors Contractual Certifications

I, Edward R. Schell/Community Action Opportunities, Inc. (board chairperson name and name of applicant) certify the information in the following categories by initialing each certification and signing below:

- A. Conflict of Interest:** I certify that a Conflict of Interest Policy is in place and that a copy of the policy can be found in the Employee Policy Manual and in the Board Member Handbook. I also certify that all members of the Board of Directors and all staff annually sign "Conflict of Interest" forms and that copies of Board member signatures are kept in the Board Minutes Book while copies of employee signatures are retained in the personnel files.
- B. Board of Director Orientation/Training:** I certify that a Board Member Orientation Policy is in place and that it is utilized as new Board members are assigned to the Board. I also certify that all Board members attend an annual Board Training each year and record of such is reflected in the Board minutes. The most recent Board Training occurred on **October 23, 2018**.
- C. Agency-wide Audit:** I certify that **Johnson, Price, Sprinkle** performs an audit annually. The audit is completed each year and submitted for review by the Board. The most recent audit for program year ending **June 30, 2017** was submitted and accepted by the Board at the **February 27, 2018** meeting and is on record in said minutes.

Certification (Original Signature)


Signature of Chairperson/President

1-24-19
Date

Community Service Block Grant Certification of Community Assessment

Community Action Opportunities conducted a Community Assessment of its service area within the past three (3) years utilizing the following method(s):

(Check one or more of the following methods)

- Surveys of the community(s) - door to door, telephone, etc. (*Hardcopy and electronic*)
- Review of Records - agency intake forms, program participant records, etc. (may be used with at least one other type of needs assessment; will not meet compliance on its own)
- Review of demographical information - U.S. Census, welfare statistics, unemployment statistics, etc.
- Discussions/information/testimony provided by individuals and community members-social service professionals, agency staff, program participants, etc. *Key stakeholder interviews (direct phone conversations) (Customer focus groups) Surveys of Board Directors and Policy Council Members*
- Public meetings to solicit input on community needs
- Other (Describe) _____

The most recent Community Assessment was completed on: *Presented to the BOD June 27, 2017*

The Community Assessment was completed by: *Community Action Opportunities Community Assessment Team worked with an Independent Contractor, Spiridis Consulting, Rebecca Spiridis, President*

It is expressly understood that this Community Assessment should include community and consumer input. It is to be used as a basis for prioritizing the needs of the low-income population in the service area and for planning the applicant's projects to meet those needs.

It is further understood that documentation validating that a Community Assessment was completed and is to be retained by the applicant and is subject to review by the Office of Economic Opportunity.

Please provide a 4-5 sentence summary of your most recent Community Needs Assessment:

Community Action Opportunities (CAO) developed the 2017 Community Wide Strategic Planning and Needs Assessment to identify the strengths, challenges and barriers to self-sufficiency of those living in poverty, specifically in Buncombe, McDowell, and Madison counties, North Carolina. The Community Assessment process examines the capabilities of citizens, partner agencies and organizations while identifying services and solutions that support and nurture families and children. The Assessment is intended for the design of future program plans to meet community needs; to build on the current strengths and resources of the community; and to assist in reducing identified barriers to self-sufficiency for families living in poverty. Regular assessment of needs and resources at the community level is the foundation of Community Action and a vital management and leadership tool that is used across the organization and utilized by the community to set the course for both CSBG and all agency resources.¹

¹(2016). CSBG Organizational Standards.

CAO is required to conduct a comprehensive Community Assessment during each three-year period per the CSBG Organizational Standards, and during each five-year period for Head Start, per the Head Start Program Performance Standards.

CAO annually reviews and updates the Assessment to reflect significant changes in the service area. The quantitative and qualitative data gleaned from the Assessment will be used to make informed decisions which may include, but will not be limited to:

- Determination of long- and short-range program goals, objectives and priorities;
- Types of services most in need for families living in poverty;
- Recruitment areas that will be served by the Agency, if limitations in the amount of resources make it impossible to serve the entire service area;
- Location of Head Start centers; and
- Criteria for special populations who will be given priority for program services.

The Governing Board of Directors reviewed and approved the 2017 Community-Wide Strategic Planning and Needs Assessment on June 27, 2017. The Head Start Policy Council reviewed and approved the 2017 Community-Wide Strategic Planning and Needs Assessment on August 21, 2017.

The following is a list of needs as prioritized, with community input, through the needs assessment process.

1. high-quality and affordable child care is unavailable for low-income families, especially infant slots	
2. financial capacity and asset-building skills	
3. moderately-priced, safe and available housing for people living on low to moderate income	
4. jobs that pay a living wage (about \$13.50 per hour) with (health care) benefits for people with a high school diploma or less.	

Certification (Original Signature)

Edward R. Schaefer
Signature of Chairperson/President

1-24-19

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.

a. **Low-Income Community:**

Entering into the third year of the three year plan, Community Action Opportunities (CAO) is committed to ensuring that the Life Works Self-Sufficiency Program provides the full set of services necessary to meet the varied needs of low-income families in the community. As in years past, CAO staff requests input from the community to help evaluate and improve the program, so that CAO continues to provide the services low-income families and individuals need to become self-sufficient. CAO requested information about poverty causes and needs of the community from the Life Works Customer Advisory Committee, which is comprised of current and past Life Works customers.

As of FY 16-17, Life Works solicits input and feedback from all current customers at each quarterly assessment. This input is incorporated into both ongoing program adjustments, as well as the annual Community Services Block Grant (CSBG) application planning process for Life Works. Low-income representatives are also incorporated into the grant planning process through representation on the Board of Directors and on the Planning and Evaluation Committee. In January 2017, CAO held public hearings in each of the three counties served to afford the public the opportunity to provide input on the project plan and budget. The information gathered was used to determine poverty causes and to develop strategies to remove barriers to self-sufficiency.

b. **Agency Staff:**

Program staff meet with customers to assess needs and ensure that these concerns are met through the Life Works Program, including soliciting formal feedback from each customer at quarterly assessments.

The Life Works and other agency staff regularly engage with community partners and programs that serve low-income communities to help CAO assess the most dire issues and needs facing families. Joint efforts with other agencies allow Life Works to plan, coordinate services and accomplish common goals.

CAO employees serve on a variety of committees and boards of community organizations giving us a broad view of the needs of low-income people in Buncombe, Madison and McDowell counties. Throughout the Program Year, Life Works staff members maintain a dialogue with community organizations and businesses on community economic development issues in order to address barriers to self-sufficiency and seek innovative solutions to create more economically sustainable communities.

counties when combined with the lack of transportation. Faith-Based Organizations work to meet the need for clothing, transitional housing and sober living. McDowell County has been especially impacted by the opioid epidemic and Faith-Based Organizations, such as the Friendship Home, work to provide safe and sober housing for women and their children.

c. Private Sector:

Employers and for-profit partners in Buncombe County range from those in the manufacturing, medical and food service industries to those providing mental health and substance abuse support. Key employment partners reported a continued need for workers who are able to pass drug screens and cited transportation and job retention as barriers. With the high cost of living in Asheville proper, and Buncombe County in general, employers are unable to retain workers on wages that are affordable to the employer; the need for living-wage employment continues to grow within Buncombe County. Substance abuse and mental health needs continue to go unmet in all three counties, due partially to the lack of insurance available to low-income adults and thus limited access to care. Madison and McDowell County employers reported similar struggles with regard to transportation and the need for employees who are able to pass drug screens.

d. Public Sector:

City and County offices and services in Buncombe County have worked to respond to the housing crisis, as occupancy rates have soared at over 99%. The Asheville Housing Authority is creating a new, multi-use housing development where Asheville's oldest housing project currently stands. STEP (Skills, Training and Employment Program), run in collaboration through AB Tech and DHHS, has responded to this by offering a credentialing in construction program with the intent of providing low-income individuals from public housing with long-term, high paying jobs. The Life Works Program has partnered with STEP to identify referrals for training; however the new development will merely replace the units being torn down, while the demand for public housing increases. The City of Asheville continues to build its equity and inclusion office as diversity within City positions continues to be a struggle. Relations between low income neighborhoods and the City Police recently suffered after a video was released of a white officer beating a black male for jaywalking; as much of Asheville's black community lives in poverty. Asheville City is releasing new busses and new/extended hours bus routes in 2019 after much input from the community. The City and the County have both reported an intention of addressing the income disparity that exists between black and white communities within Buncombe County and both offices are taking steps to work toward greater parity. The need for housing, living wage jobs, transportation and childcare continue to be significant needs across the county. Madison County and McDowell County see similar struggles in regard to transportation and quality, affordable housing. The Community Needs Assessment reported housing repair programs, additional transportation programs and quality childcare facilities are needed in both rural counties. McDowell County has worked to arm all first responders in the county with Narcan as the opioid epidemic continues to pose a threat to the well-being of the community.

e. Educational Sector:

Buncombe County is home to a variety of public, charter and private K-12 city and county schools as well as UNC-Asheville, Asheville-Buncombe Technical Community College (AB Tech), and satellite campuses for Western Carolina University (WCU), Lenoir-Rhyne, and cohorts with Eastern Tennessee State University. McDowell County is home to McDowell Technical Community College and McDowell County schools. Madison County hosts AB Tech's satellite campus, Mars Hill University (a private, liberal arts college) and a variety of county and private schools. Input from the educational sector reported a need for living wage jobs,

created five surveys—one to be used at each quarterly assessment and one to be filled out upon exiting the program. While each survey is slightly different, all provide a platform for Customers to communicate their greatest needs, barriers and accomplishments in the program, as well as to provide input on program improvements. These surveys have been charted for both qualitative and quantitative data in FY 2018-2019 and Life Works responded to customer requests for a more streamlined enrollment process. Customers reported the following needs, in order of importance: transportation, affordable housing, better jobs and healthcare. Life Works mirrored direct assistance to meet these needs and have revised program planning to allow for greater transportation support in FY 2020. Additionally, Life Works hosts several Customer Advisory Committee meetings throughout each program year. The Customer Advisory Committee is made up of both active participants and graduates of the Life Works Program who volunteer to serve as advisors to the program. Activities by the Committee include reviewing and giving input on program goals and activities, advocating on behalf of low-income families to the larger community and beyond, attending meetings—both social and educational—and communicating feedback to the Life Works staff on topics of relevance to both customers and the agency. Input and feedback gathered from customer feedback surveys and the Customer Advisory Committee are compiled and used as a direct input for strengthening program design on an ongoing basis, as well as during annual CSBG applications.

- d) **Annual Analysis of Conditions Faced by Customers:** As a part of program planning, Life Works regularly analyzes data collected on Customers served by the program in the previous program year, including demographic and household data and employment, education and financial histories assessed at intake. This activity helps us identify trends faced by the families served on a macro level and, where possible, adjust services to be responsive to these specific trends.

- e) **CAO Staff Community Involvement:** CAO actively engages with a multitude of community agencies and organizations which informs understanding of the causes of poverty and necessary strategies for addressing them. CAO participates in the program development and review of the NC Career Works Centers, Buncombe and Madison housing programs, and Head Start and Weatherization Programs. CAO employees regularly attend and participate in local work groups hosted by the cities/counties in the CAO service area. Life Works representatives serve on a variety of committees, including the Service Provider Collective, Goodwill Business Advisory Council, Buncombe and Madison County Job Link Management Teams, Buncombe Emergency Assistance Coordinating Organizations Network, the Latino Steering Committee, the Employment Services Roundtable, the Community Health Improvement Process, Local Food Awareness Group, Madison Literacy Council, McDowell Employer Pipeline and others that include representatives from various agencies within the community. One Life Coach sits on the Board of Working Wheels, which offers low-income families refurbished, reliable vehicles that are affordable to maintain. Another Coach is on the Board of the Buncombe County Women's Commission. The Self-Sufficiency Program Manager sits on Buncombe County's Service Provider Collective, a group of key partners in the workforce development field which aims to streamline services, increase wrap-around supports, increase wealth for

CAO develops partnerships and collaborations that provide the highest level of services, foster the development of a continuum of family-centered services and embrace a philosophy that promotes a community-wide responsibility for the healthy development of children and families from all cultures. Life Works Program Coaches help customers build skills necessary to attain what they need for themselves and their families. With the help of a Life Coach, each customer examines the family's support system and identifies strategies to enhance that support network.

Life Coaches work with customers to develop action plans that outline immediate, short and long-term goals related to attaining economic self-sufficiency and upward mobility in their lives. Customers are encouraged and supported by Coaches to participate and/or take on leadership roles in the community such as volunteering in a Head Start classroom, participating on the Housing Authority's Residents Council or on the Life Works Customer Advisory Committee. The Life Works Customer Advisory Committee, (comprised of current and former customers) also nominates a member to serve on Community Action Opportunities' Board of Directors as a representative of low-income families as the opportunity presents itself.

Life Works is also an active participant in the work the Success Equation which focuses on evaluating community concerns and exploring options to support the well-being of low-income families. CAO serves on Success Equation to provide insight to citizen concerns and support reliable research and data collection, which supports Community Action's National Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity. This work provides community stakeholders with material to make well-informed decisions which impact the families in general and those served by CAO. Successful efforts in recent years include supporting a child care subsidy market rate for allocations at the state level; supporting and drafting proposals for the City of Asheville Bond related to affordable housing investments; protecting and expanding consumer protections related to predatory lending at the state and federal level; supporting the expansion of city and county public transit routes; and supporting the Corner Store initiative at the state level which provides grants to convenience stores to carry healthy food options in low-income neighborhoods.

Life Works representatives attend and participate in public meetings hosted by other community organizations requesting input on the effect proposed or existing policies have on low-income families. Announcements and information related to public meetings or other opportunities for community input are included in Life Works' quarterly newsletter, the *Connector*, which CAO sends to current and past Life Works Customers.

Representatives in CAO's Children, Family and Community Partnerships Department (CFCP) actively engage families in their child's development. Helping these families connect with community resources is particularly important when a child has a disability that can impact his/her learning process. Parents/guardians of children enrolled in Head Start make up 51% of the Head Start Policy Council, a governing body that shares program-level decision-making responsibilities with the CAO Board of Directors. The CAO Board also asks the Head Start Policy Council to use a democratic election process to nominate and elect members to serve on the Board as low-income representatives. These

Customers and to refer customers to the center where they can receive individual support in job search, resume writing and interviewing techniques. Life Works and Goodwill collaborate with Project Re-entry and UpSkill WNC staff to find employment for individuals with criminal backgrounds. Life Works collaborates with Asheville Green Opportunities (GO), a local non-profit with four training programs: Construction/ Management, Early Childhood Education, Peer Support Specialist and Kitchen Ready. These trainings prepare community members for jobs in fields like green construction, landscaping, culinary arts, urban agriculture, building science and weatherization. Several Life Works participants have successfully completed GO's internship and training program and secured employment.

Human services: Life Works has a strong partnership with the Buncombe County Department of Health and Human Services' (DHHS) Work First, Child Welfare, Child care Services and Skills, Training and Employment Program (STEP) Programs. Families utilizing these services often have multiple barriers, including criminal backgrounds, mental health and/or substance abuse problems as well as little or no work history. Life Works staff work with DHHS to develop plans for Work First Programs and work closely with the Work First Employment Social Workers to identify families that no longer qualify for Cash Assistance, yet need further support in attaining their goals of standard housing, maintaining employment and improving educational skills.

Housing: CAO helps families secure adequate housing or qualify for homeownership in Buncombe, Madison and McDowell Counties through Section 8 or other public housing programs. CAO also partners with the Community Housing Coalition in Madison to identify housing opportunities for families. CAO connects customers with homeownership savings accounts offered by specific employers in Buncombe, including Biltmore and Mission Hospitals. CAO also partners with community financial institutions such as Self-Help Credit Union and local USDA offices to help customers access affordable, safe homebuyer resources and products.

Weatherization services: Through CAO's Weatherization Program, families receive energy efficiency services which impacts household financial well-being. CAO works with Buncombe County Council on Aging, Social Service agencies in the eight-county service area, faith organizations and various other non-profits to obtain referrals. Because Weatherization does not have the capacity to make home visits to persons that need assistance with completing the program application, community partners often conduct these home visits. Weatherization staff make internal or external referrals for programs that can offer further assistance.

Financial capabilities: Life Works has a strong collaborative partnership with OnTrack Financial Education and Counseling Center which helps people achieve their money and housing goals through financial education, counseling and support. In 2016, Life Coaches completed a 10-week training program, developed in partnership with OnTrack and Life Works, focused on integrating a set of financial capabilities including budgeting, credit repair/building, savings, debt management and asset development into the existing bundled service delivery model. Through this partnership, OnTrack offered Life Works Customers the opportunity to participate in a 4:1 matched savings program to establish

- 6. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.**

CAO works in collaboration with Vocational Rehabilitation, Employment Security Commission, County Departments of Health and Human Services, Asheville-Buncombe Technical Community College, McDowell Technical Community College, Goodwill Industries and other organizations to coordinate training and skill-building employment services. These partnerships are central to the effective delivery of services for employment activities to customers. Life Works utilizes the training that NC Works Career Centers offer for employment seeking, job retention skills and job training activities. Life Works also receives referrals from NC Works Career Center partners to provide individual coaching and support to low-income customers and guide them in overcoming barriers to reaching their educational/vocational training goals.

CAO partners with the local Departments of Health and Human Services to maximize resources for basic services including transportation, food and child care, as well as education and employment services. For customers receiving Work First or Child Protective Services, CAO participates in team meetings and in the development of Action Plans in order to avoid duplication of services.

CAO's work with the Council on Aging is an additional example of working in partnership to ensure linkage and avoid duplication of service. The Council on Aging offers minor home repairs to individuals enrolled in their programs; however, volunteers run this program, and it offers limited services. Through the partnership with the Council on Aging, they refer their most in-need customers to CAO's Weatherization program, which allows them to use their limited resources in ways CAO cannot. In addition, the agency partners with other United Way agencies which work with housing programs such as Mountain Housing Opportunities and USDA to further leverage resources as to improve the standard of living for low-income, primarily elderly families.

- 7. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).**

CAO provides both direct (parent education, case management) and indirect (referral) support to customers as they strengthen their families and increase their capacity to effectively parent their children. Agency program representatives also help families enroll in programs designed to provide access to affordable physical and mental health care, food assistance and educational opportunities.

CAO works in partnership with existing community groups, such as the Women's Wellbeing and Development Foundation, which is housed within public housing and has

CAO also helps families with ongoing sources of support such as Women, Infants and Children Food and Nutrition Services (WIC) and Food and Nutrition Services. Life Coaches work closely with customers on how to budget to ensure the purchase of healthy foods on a regular basis. CAO refers families to OnTrack's class focused specifically on how to maintain a food budget. In addition, in past years, Life Coaches have worked with the North Carolina Cooperative Extension as they provide classes to consumers that focus on how to prepare nutritious meals at a reasonable price and how to shop with coupons in order to save money.

- 9. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act. Provide the dollar amount of your allocation that will go towards employment training.**

CAO staff work with several grantees of Workforce Innovation and Opportunity Act (WIOA) funds to ensure that customers receive high-quality services targeted at increasing employment and training opportunities. These collaborations help the program leverage resources to support customers' employment and training activities.

CAO is a strong partner with the NC Career Works Centers in Buncombe, Madison and McDowell Counties. Life Coaches serving Madison and McDowell Counties are housed at the respective NC Works Career centers in each county. Life Works' presence at each center has allowed CAO to enhance collaborations with Vocational Rehabilitation, NC Works, Department of Health and Human Services, etc. to coordinate essential customer employment preparedness training and skill building services.

CAO works closely with another WIOA grantee, Goodwill Industries of Northwest North Carolina, to provide customers with resources to access employment. The Goodwill training center houses the Career Connections Center, where Life Works Customers and other residents of the community can go to access one-on-one help in job searching, resume writing and mock interview skills. Project Re-entry staff and Life Works Life Coaches coordinate services and share resources targeted at helping former offenders re-enter the workforce and establish themselves as positive members of the community.

Additionally, the Self-Sufficiency Program Manager participates in the Buncombe County NC Works Teams, and a Life Coach serves on the Goodwill Business Advisory Council.

- 10. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).**

In an effort to improve service delivery to the poorest individuals and families in the communities served, CAO coordinates with other agencies to ensure the best resources are available. CAO is an active member of a community consortium of emergency assistance providers, Buncombe Emergency Assistance Co-Ordinating Network (BEACON). The Agency also has a strong referral network with the Asheville Buncombe Community Christian Ministry, Eblen Charities, Emma Resource Center, Salvation Army,

income. In addition, coaches discuss various options for increasing parental support, (emotional, physical and financial) through other services such as mediation or parenting classes.

North Carolina has adopted child support guidelines that apply to all cases and are based upon the income of both parents, the type of custodial arrangement that exists, and factors such as day care and health insurance costs. If a parent is interested in applying for child support in Buncombe, Madison or McDowell Counties, Coaches help him/her to complete an application. Customers may choose to complete an application on-line or at their local Child Support Enforcement Agency (CSE). The CSE program provides the following services: location of noncustodial parents, paternity establishment for children born outside of marriage, establishment of support obligations, collection and distribution of support, and enforcement of support obligations.

Madison	22,024	18.8% (4,141)	25.9% (1,072)
McDowell	45,487	18.4% (8,370)	26.8% (2,243)
North Carolina	10,261,956	15.4% (1,580,341)	21.7% (342,934)

Source: NC Budget & Tax Center's Economic Snapshots
(<http://www.ncjustice.org/?q=budget-and-tax/btc-brief-county-economic-snapshots-2018>)

The percentage of women living in poverty is higher than the percentage of men living in poverty, highlighting gender disparities.

Poverty Rate by Gender

	Male	Female
Buncombe	46.1%	53.9%
Madison	41.2%	58.8%
McDowell	46.5%	53.5%
North Carolina	44.4%	55.6%

Source: US Census, Quickfacts

Likewise, poverty rates are disproportionate across races, highlighting racial disparities. Black and Latino residents have significantly (sometimes double) higher rates of poverty than whites.

Poverty Rate by Race

	Black or African-American	American Indian	Latinx	Asian	White
Buncombe	27.2%	6.9%	36.4%	6.4%	12.3%
Madison	36.7%	0%	26.2%	24.2%	16.2%
McDowell	43.5%	19.1%	38.2%	7.2%	18%
North Carolina	26.1%	28.1%	31.5%	12.9%	11.5%

Source: NC Budget & Tax Center's Economic Snapshots
(<http://www.ncjustice.org/?q=budget-and-tax/btc-brief-county-economic-snapshots-2018>)

Lack of Living Wage Employment Opportunities

Living wage is defined as the hourly rate that an individual working full-time (40 hours a week) must earn to support their family. Living wage is used to describe the minimum hourly wage necessary for an individual to meet basic needs, including housing, food, child care, health care, transportation and other necessary expenses. The living wage calculator was developed by the Economic Policy Institute to provide a minimum estimate of the cost of living for low-wage families. Just Economics of Western North Carolina, a local nonprofit that advocates for businesses to pay a living wage, determined that, in 2019, to support one child, the wage-earner needs \$13.65 an hour for 40 hours a week, without benefits, or \$12.15 with benefits to meet basic needs. (Source:

earn only 66% of workers in jobs mainly done by men. (Source: Institute for Women's Policy Institute, 2015)

Lack of Affordable Housing

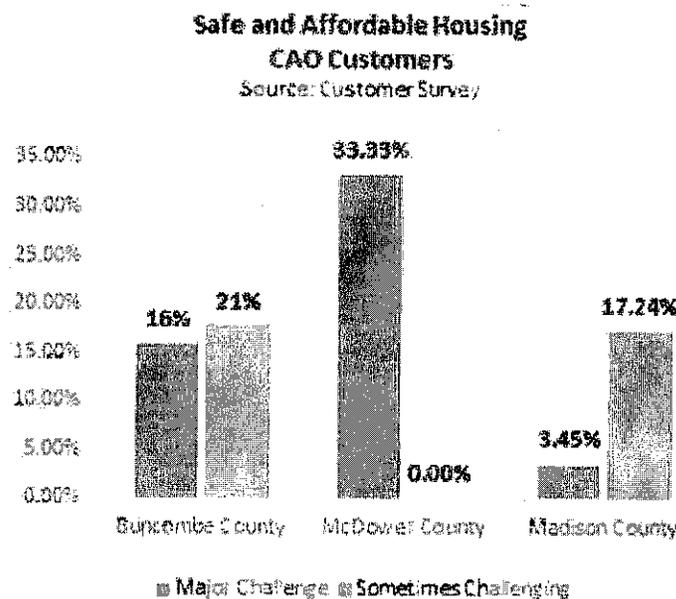
Safe and stable housing is required for achieving an acceptable standard of living. According to the Children's Defense Fund, the number one way to move children out of poverty is to "increase investments in housing assistance for poor families with children." Having a simple, decent, affordable place to call home would reduce the child poverty rate by 21%. (Source: Ending Child Poverty Now, Children's Defense Fund)

A family lives in "affordable housing" when 30% or less of the family's income is spent on shelter. Those paying more than 30% of income are considered cost-burdened. When a family is cost-burdened, they may not have enough resources to pay for other necessities such as food, clothing, transportation and medical care. (Source: U.S. Dept. of Housing and Urban Development)

The following is CAO's 2017 Community Assessment survey data on area cost burdened households:

	Total Households	Cost Burdened Households (Over 30% of Income)	Cost Burdened Households (Over 30% of Income)
Buncombe County	101,860	32,241	31.65%
McDowell County	17,323	3,811	22%
Madison County	8,450	2,215	26.21%
North Carolina	3,775,581	1,189,264	31.5%

The table below, taken from the Community Needs Assessment, indicates the percentage of CAO customers surveyed who indicated affordable housing as a primary challenge



and the total lack of public transportation.

Approximately 10% of residents in both Buncombe and McDowell counties do not have a vehicle; an estimated 7.5% of residents in Madison County do not have a vehicle. For low-income families with a vehicle, it is often necessary to share one car between several adults and coordinate schedules. Car repairs are another concern, at times costing a whole month's salary that the customer does not have in savings.

According to CAO's 2017 Community Needs Assessment, the Asheville Transit provides 15 city bus routes that operate at varying times to varying locations throughout Asheville. However, just two of the fifteen routes extend beyond Asheville's city limits, making travel difficult to other parts of Buncombe County; these two routes run only during the day, without full Sunday bus service or extended night service. All Asheville city routes do not operate on major holidays or days of the week, and may not accommodate families' varying work schedules. Parents report difficulty traveling with young children due to the walking distance to bus stops, and time spent waiting, riding, and transferring buses to reach the intended destination. Nearly 19% of CAO's Buncombe County customers surveyed for the needs assessment indicated that reliable transportation is a "major challenge" or "somewhat challenging."

Public transportation in McDowell County is virtually non-existent, causing a heavy burden to residents without vehicles. Transportation services are only available for Medicaid recipients for medical appointments and are paid by Medicaid. In December 2016, the McDowell County Department of Social Services received a \$16,170 grant to expand the availability of county-provided transportation to medical appointments, health screenings, senior centers and the YMCA for West Marion residents who do not qualify for Medicaid. Medicaid recipients can now access transportation services to visit the YMCA, a farmer's market or other health improvement destinations.

The Madison County Transportation Authority (MCTA) provides transportation services to citizens of Madison County with 11 vans. MCTA coordinates transportation for human service agencies and for the general public. Services are free for residents 60 years of age and older and to Veterans. Regular fares for non-program qualified riders are \$5.00 in-county round trip, \$6.00 Weaverville round trip and \$12.00 Asheville round trip, which is costly for those living in poverty. Additionally, reservations must be made in advance.

While services such as Uber and taxis are available throughout the service area, these options are cost prohibitive to customers and are challenging for parents who need to provide car seats for children's safety.

Lack of Affordable Child Care

Most low-income families in CAO's service area cannot afford the full cost of child care. Low-income families and families with more than one child have to pay a high percentage of their income for care. The NC Division of Child Development and Early Education reports that a single mother with one child earning \$31,860 or less per year can receive child care subsidy as funds are available. If funds are unavailable or if this parent's earnings exceed the income eligibility limit, a parent would pay 23% of her gross income for child care offered at the county rate. The cost of care per child in Buncombe County is \$762/month. In Madison County the cost is \$614/month.

adjusted wages for the lowest-income workers have slowly but gradually fallen, and those for middle income workers have remained flat. There are few jobs available that pay family-sustaining wages without at least an associate degree.

The statistics of residents without a high school diplomas in McDowell (18.31%) and Madison (19.25%) counties is significantly higher than the state level at 14.19%. However, in Buncombe County it is reported that just 10.27% do not have high school diplomas. Regarding race and ethnicity, the statistics for the Latino and African-American population show the lowest rates of no high school diploma, particularly for Madison County.

Population with No High School Diploma by Race

	Non-Hispanic White	Black or African-American	Native American/Alaska Native	Asian	Native Hawaiian/Pacific Islander	Other Race	Multiple Race
Buncombe	9.56%	17.7%	15.15%	8.45%	0%	30.36%	18.01%
Madison	18.91%	45.6%	0%	0%	No data	50%	30.38%
McDowell	17.14%	26.3%	11.97%	29.35%	0%	67.21%	17.31%
North Carolina	12.05%	27.11%	28.77%	13.47%	17.8%	35.57%	26.08%

Source: CAO's 2017 Community Needs Assessment

According to the CAO's 2017 Community Needs Assessment, as of April 2016, the metro area's top employment sectors were health services and private education, with 37,400 jobs, leisure and hospitality, with 28,100 jobs, and government and retail trade, each with 26,000 jobs. Year-around tourism in the Asheville area has brought an increase in the hospitality industry; however, many of those living in poverty are eligible only for minimum wage, or near minimum wage jobs, such as hotel staff, housekeeping, food service, and transportation services. Other industries have shown growth such as construction manufacturing, yet the skills of those living in poverty do not match the skills required for these higher paying positions. Locally, many growing job sectors are comprised largely of jobs that pay at or just above minimum-wage. Even though the leisure and hospitality sectors have added over 1,300 jobs in recent years, many are part-time, which drives down the weekly average paycheck to \$345 a week. (Source: US Bureau of Labor Statistics)

To qualify for higher-paying jobs, families need access to education and training opportunities. Unfortunately, returning to school is often a cost-prohibitive option for low-income earners who would have to decrease work hours (income) or go into debt to return to school.

Lack of Financial Capabilities and Asset Ownership

For the majority of middle- and low-income families in America today, wages have increased only minimally, savings are non-existent and taking on debt has become the dominant strategy for making ends meet. As of the fourth quarter 2016, 53.6% of North Carolinians had subprime credit scores, a condition that directly impacts everything from their capacity to access quality

have a college degree and are more likely to face predatory lending. According to statistics from FederalReserve.Gov, the national the median net worth of white households today is nearly \$171,000, compared to \$20,700 for Latino households and \$17,600 for African-Americans (<https://www.federalreserve.gov/econres/notes/feds-notes/recent-trends-in-wealth-holding-by-race-and-ethnicity-evidence-from-the-survey-of-consumer-finances-20170927.htm>). Home equity is a greater share of African-American and Latino household wealth than it is for other ethnic groups, yet their homeownership rates lag behind white households and every other racial and ethnic group. This shortfall limits the amount of wealth and credit available to these families and restricts access to health care, well-paying employment, quality K-12 education, etc.

While emergency assistance services are ample in the region, there are a scarcity of programs offering financial capability and asset-building services—the services necessary to help families build long-term financial stability and curb the ongoing demand for emergency assistance. Where services do exist, few are targeted directly at serving the complex needs of low-income families. (Sources for section: www.cfed.org and http://assetsandopportunity.org/scorecard/about/main_findings/)

Food Insecurity

Hunger and food insecurity are conditions of poverty that affect every other developmental need. Members of the community that experience hunger pay a price – medical problems, learning difficulties, headaches, fatigue and emotional distress; all the result of not having enough to eat. Local emergency assistance agencies report that requests for food assistance top those for rent, gas, water and electric.

According to the USDA, food insecurity is a household-level economic and social condition of limited or uncertain access to adequate food. Food insecurity may include reduced quality, variety, or desirability of diet, multiple indications of disrupted eating patterns, and reduced food intake.

Food Insecurity Rates

	% Population Food Insecure	% Child Population Food Insecure
Buncombe County	14.31%	24.93%
Madison County	14.37%	26.18%
McDowell County	15.21%	31.01%

Source: CAO 2017 Community Needs Assessment

Of children who are experiencing food insecurity, nearly 25% of these children are ineligible for food assistance. Families often work to keep their food-insecurity hidden and some parents may feel shame or embarrassment that they are not able to feed their children adequately. Children may also feel stigmatized, isolated, ashamed or embarrassed by their lack of food. Feeding America found 84% of households with at least one child reported purchasing the cheapest food available, even if it wasn't the healthiest option to provide enough food for the household.

According to CAO's 2017 Community Needs Assessment, in Fiscal Year 2015, the Supplemental Nutrition Assistance Program (SNAP) provided approximately \$2.4 billion dollars in food benefits to a monthly average of 1,646,202 people in North Carolina. Buncombe County households receiving SNAP (13.12%) was comparable to the state

Industries of Northwest NC, Just Economics, Green Opportunities, Pisgah Legal Services, Sparc Network, UpSkill WNC, Mountain Area Workforce Development Board, Vocational Rehab, Employment Securities Commission

- Agencies/groups working on **improving financial capabilities and asset ownership:**
OnTrack Financial Education & Counseling, Pisgah Legal Services, Self-Help Credit Union, Eagle Street Community Development Corporation, Asheville Housing Authority
- Agencies/groups working on **reducing food insecurity:**
Asheville-Buncombe Community Christian Ministries (ABCCM), Buncombe County Health Department, Swannanoa Valley Christian Ministries, Bounty and Soul, YMCA of WNC, SPARC Network, Biltmore Christian Church, Children First/Success Equation, Foster Memorial Seventh Day Adventist, Emma Resource Center, Eblen Charities, Manna Food Bank, Area Ministries of Madison, Madison County Health Department, Salvation Army, Local Food Awareness Group of McDowell

(F) Resources Needed:

c. Agency Resources:

With additional funding, CAO could increase its Life Works program staff to serve more families in Buncombe, Madison and McDowell. This is a significant need, as Life Works program staff have steadily decreased in number over the past decade, resulting in a need for more Coaches than available within the community. CAO could also provide more direct assistance to help Life Works families reach their self-sufficiency goals.

d. Community Resources:

The region continues to need more public and private investments targeted at the causes of poverty identified above. Support is needed for local campaigns and coalitions to advocate for policies that create more equitable investments in: economic development that invests in the local workforce and generates living wage jobs; in affordable housing development; in expanded public transportation systems and increased child care subsidies to account for cost of living.

Section III: Objective and Strategy

(G) Objective Statement:

By June 30, 2020, decrease by 22 the number of families and individuals at or below 125% of the US-DHHS Poverty Income Guidelines, as measured by goal completion, progress on ROMA scales.

Strategies for Objective:

- Provide intensive case management services that expand access and opportunity for low-income residents working to become self-sufficient. Case management services include education and training opportunities, permanent employment, increased financial capabilities, as well as securing basic needs such as reliable transportation, safe and affordable housing, quality child care, healthcare and food security.

Program only served 69 families last year, while 75 were projected. While still within the acceptable 80 – 120% range of the target, it is always CAO's hope to serve the full number of customers projected. This shortage was due, in part, to low enrollments in McDowell and Madison County, where families tend to "double up," and live multi-generationally, making enrollments more complicated when family members do not wish to provide income verification or when combined household incomes exceed the PGL. Achievement was presented to the Board of Directors, at Senior Team meetings, at Staff Meetings and during Supervision with Life Works Coaches to allow for deeper analysis and examination of trends. The Economic Development Department Director also made the decision to cease enrollment in the 4th quarter due to significant staff changes anticipated and planned. Due to the changes, leadership did not want to continue enrollments which may have negatively impact new customers once the changes occurred. It was determined that it was prudent to allow Life Works to complete its changes first and then enroll customers in 1st quarter FY 2018-19.

In FY 18-19, the 125% poverty guidelines threshold will allow more customers to be served. Also, the Self-Sufficiency Program Manager has developed outreach plans with Coaches in McDowell and Madison County to enhance enrollment. CAO under-estimated several outcomes for FY 18-19; with unemployment at the lowest rates in years, many customers unexpectedly obtained better employment, as employers were eager to hire/promote. We targeted 6 individuals to obtain medical benefits and 12 achieved this outcome, due partially to increased hiring in the area and a need for employers to remain competitive while unemployment rates are low. In assessing our demographics and asking "Who are our customers," we discovered only 13% of primary customers/head of households served were male. To address this, we hired a male Life Works Coach who is targeting enrollment with justice-involved males through collaborations in the community. Also, OEO clarified the definition of "completing education/training" mid-year, which changed the method in which CAO counted this outcome. Therefore, only 14 of the targeted 27 individuals met this goal. To address these disparities, continual analysis and planning has taken place this fiscal year to target outcomes and meet customer and community needs for next year. These planning conversations take place during Board Meetings, Customer Advisory Committee Meetings, Senior Team, at Department Leadership Meetings, Life Works Staff Meetings and during individual Supervision with Life Works Coaches. Input is continually gathered from customers, community partners and staff. The Self-Sufficiency Program Manager is meeting with each Life Works Coach individually to staff cases and make more accurate projections for this upcoming year's work plan as well as adjusting projected outcomes based on known factors for the area and past outcomes. Life Works has recently helped form a Service Providers Collaborative with several key workforce development partners to increase understanding of community needs/barriers and resources for low-income families and has used information gathered from these meeting to assist with planning for FY 2020.

(J) Please name the ROMA trainer who provided services used in developing this community Action Plan and describe what specific services were provided.

Self Sufficiency Program Manager Kate Singogo is a National Certified ROMA Trainer and Economic Development Director Trudy Logan is a National Certified ROMA Implementer

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification	
1. Project Name:	Life Works Self Sufficiency Program
2. Mission Statement:	We help people who live on limited resources transform their lives.
3. Objective Statement:	By June 30, 2020, decrease by 22 the number of families and individuals at or below 125% of the US-DHHS Poverty Income Guidelines, as measured by goal completion and progress on Results Oriented Management and Accountability (ROMA) scales.
4. Project Period:	July 1, 2019 to June 30, 2020
5. CSBG Funds Requested for this Project:	\$505,492
6. Total Number Expected to Be Served:	84
a. Expected Number of New Clients	44
b. Expected Number of Carryover Clients	40

Section II: One-Year CSBG Program Objective and Activities				
Identified Problem	Service or Activity	Outcome Expected	NPIs (List all NPIs applicable to activity)	Position Title(s)
Low income families lack employment.	Develop and edit resumes, provide job coaching, develop and maintain strong working relationships with employment partners, provide referrals and letters of support, and provide direct assistance to eliminate any barriers preventing families from obtaining employment, such as transportation, child care, rent, required work items, etc.	Low income families obtain employment.	FNPI 1a – 1h.3	Economic Development Director, Self Sufficiency Program Manager, Life Works Coaches, Finance Dept.
Low income families lack affordable housing.	Locate and refer customers to housing options, advocate on behalf of customers as potential tenants, write letters of reference, etc., engage in community work to advocate for more affordable housing options, provide direct assistance with security deposits/rent.	Low income families obtain affordable housing.	FNPI 4a – 4e	Economic Development Director, Self Sufficiency Program Manager, Life Works Coaches, Finance Dept.
Low income families lack financial capabilities needed to obtain long-term self-sufficiency.	Provide financial capabilities services related to budgeting, saving, credit repair, debt management and asset building, refer customers to classes, improved financial products/services within the community, advocate for continued access to financial services with community partners/financial institutions, ensure access to free tax prep when applicable, advocate for increased asset	Low income families obtain financial capabilities needed to obtain long-term self-	FNPI 3a – 3h	Economic Development Director, Self Sufficiency Program Manager, Life Works Coaches, Finance Dept.

and products and increase their ability to manage income, save and build assets.	Program Manager, Life Works Coaches, Executive Assistant - Economic Development				
Maintain and grow partnerships with housing, child care, transportation, food access, health care access, legal and social service programs in Madison, McDowell, and Buncombe Counties to support and strengthen community-wide networks serving customers.	Economic Development Department Director, Self-Sufficiency Program Manager, Life Works Coaches, Executive Assistant - Economic Development	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Customer Application and Enrollment Process					
Provide program information sessions to applicants. Applicants learn the program objectives, eligibility requirements and the expectations for program participants. The orientation is used as an opportunity to assess applicant strengths, needs and appropriateness for Life Works.	Self-Sufficiency Program Manager, Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Receive and screen applications to determine eligibility for program benefits. Conduct in-person, individual assessments to gather details related to the applicant's family, education, employment and financial history. The information gathered informs a matrix which is scored to determine applicant's program readiness. In addition, staff conduct further assessment of applicant's strengths, needs and goals.	Self-Sufficiency Program Manager, Life Works Coaches	30	60 (30)	90 (30)	120 (30)
Documentation is collected and analyzed to determine if the applicant is financially eligible for the program.	Self-Sufficiency Program Manager, Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Comprehensive Case Management Services					
Develop and maintain a mutually agreed-upon Action Plan between coaches and customers to reflect goals and activities pursued in Program related to education, employment, financial capabilities, housing, child care, food security and health care.	Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Coordinate and track internal and community referrals to support customer goal achievement.	Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Advocate for customers in the community to ensure adequate services are provided.	Self-Sufficiency Program Manager, Economic Development Department Director, Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Collaborate with other organizations to develop and maintain resources/activities to support the well-being of Life Works customers and the general community.	Self-Sufficiency Program Manager, Economic Development Department Director, Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Provide supportive coaching, including referral, advocacy and training, to increase access and opportunities related to customers' Action Plans. Facilitate at least bi-monthly contact with 84 customers to provide ongoing support and assess activities and achievement. <ul style="list-style-type: none"> Coach customers in soft skills such as decision making, communication skills, work ethic, 	Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20

Community Action Opportunities

Maintain manuals, guidelines and Accountable Results for Community Action database to ensure that they accurately reflect program activities and procedures.	Economic Development Department Director, Self-Sufficiency Program Manager, Life Works Coaches, Information Technology Director Information, Technology Engineer, Executive Assistant - Economic Development	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Incorporate customer feedback into program design and delivery of self-sufficiency program to meet the needs of the customers.	Economic Development Department Director, Self-Sufficiency Program Manager, Life Works Coaches	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Manage and monitor program budget. Ensure federal, state and local regulations are followed.	Executive Director, Finance Department, Economic Development Department Director, Self-Sufficiency Program Manager	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Assess funding leveraging opportunities to support program enhancements.	Program Resource Coordinator	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Install, train and maintain servers, local area network, Agency software, computer acquisition and maintenance, telephones, other technology needs.	Information Technology Director, Information Technology Engineer	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Maintain physical building space occupied by Life Works Staff to ensure that customers and staff have a safe, welcoming environment in which to interact.	Facilities Services Associate, Facilities and Fleet Manager, HVAC Technician	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20
Maintain agency vehicles to ensure that staff can meet with and provide time sensitive services and support to customers.	Facilities and Fleet Manager, Facilities Services Associate	07/19-09/19	10/19-12/19	01/20-03/20	04/20-06/20

Community Services Block Grant Program
 Fiscal Year 2019-20 Application for Funding
 One-Year Work Program
 OEO Form 212 (continued)

8. CSBG Expenditure by Service Category						
A.2. CSBG Expenditures Domains	Target CSBG Funds	Actual Q1	Actual Q2	Actual Q3	Final	Final
A.2a. Employment	\$15,420					
A.2b. Education and Cognitive Development	\$10,500					
A.2c. Income, Infrastructure, and Asset Building	\$7,050					
A.2d. Housing	\$21,000					
A.2e. Health and Social/Behavioral Development (includes nutrition)						
A.2f. Civic Engagement and Community Involvement						
A.2g. Services Supporting Multiple Domains	\$158,555					
A.2h. Linkages (e.g. partnerships that support multiple domains)	\$6,450					
A.2i. Agency Capacity Building (detailed below in Table A.4)	\$282,017					
A.2j. Other (e.g. emergency management/disaster relief)	\$4,500					
A.2k. Total CSBG Expenditures (auto calculated)	\$505,492.00					

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.

a. Board of Directors:

CAO's Board represents a wide range of citizens from Buncombe, Madison and McDowell Counties. This governing body's collective experience, knowledge and commitment to CAO's Values, Mission and Vision, ensures continued success in helping customers overcome poverty. It is with this perspective, that the Board assesses ongoing program effectiveness. If programs are unable to produce outcomes that match the mission and grant requirements in a cost-effective way, the Board authorizes the staff to redirect resources to other activities.

The Board's assessment processes include reviews of administrative compliance with grant and industry standards. Program accomplishments, updates and trends are presented at every board meeting, as well as information on how these issues impact the agency's strategic plan.

b. Low-Income Community:

Low-income individuals from CAO's programs and the community are members of the Board, Policy Council and Advisory committees. In these capacities, these members offer their valued opinions about community needs and program strategies. CAO also asks for input from community groups comprised of low-income residents to help them identify the causes of poverty and broaden CAO's understanding of community needs.

c. Program Participants:

At least 51% of the Agency's Head Start Policy Council (PC) must be current Head Start customers. The remaining 49% may include community stakeholder representatives and former parents. Since this body shares decision-making authority with the Agency's Board of Directors about program details and has decision-making authority in areas such as the Head Start curriculum, the members must know about and understand program effectiveness. As such, the PC receives and uses detailed monthly information about operations, expenses and child outcomes to make key decisions.

Active and graduated program participants serve on the Life Works Advisory Committee. This body meets two to four times a year to discuss customer needs and help determine how Life Works can better help families become self-sufficient. As a part of the Life Works Program Agreement, each Customer agrees to provide CAO with ongoing feedback of program and agency services. Life Works Coaches distribute customer surveys at each quarterly assessment and upon exiting the program. Survey results and feedback are catalogued, analyzed and used to inform program changes for customers and coaching staff, as well as in the annual CSBG re-funding application.

d. Others:

Every three years, the Agency prepares a comprehensive community assessment. This assessment includes a "scan" of the service area to aggregate demographic and other relevant data about community conditions related to poverty. Sources include primary and secondary data, survey responses from current and previous customers, focus group discussion and informed opinions from key stakeholder interviews and surveys. The aggregated data becomes the foundation CAO uses to identify the causes of poverty and needs, identify each need as an Agency, Family or Community level condition, rank the needs and develop targeted strategies to help families become self-sufficient.

During the early stages of strategic planning, the board and staff use the information collected from the Self-Assessment, monitoring and audit reports, the community assessment and customer surveys to evaluate its Values, Mission and Vision and create the Plan.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The most recent community assessment, conducted in 2017, underscored that poverty is sustained by a variety of complex issues and conditions, many of which have persisted through generations. To move out of poverty, low-income people need an assortment of supportive interventions and long-term supports that create access and opportunities to move out of poverty and into stable, sustaining conditions. CAO determined that to help families make these meaningful and sustainable changes and to measure that progress over time, CSBG programmatic activities must begin with a comprehensive assessment of each customer's individual and family status, needs and strengths. The assessment results are used to form the basis of each customer's goals and action plans. Coaches supplement effective action plans with monetary and other support and use interim assessments to determine the type and degree of change over time. These results are the foundation of the Life Works Program.

**CONTRACT BUDGET
STATE OF NORTH CAROLINA
OFFICE OF ECONOMIC OPPORTUNITY**

Agency	Community Action Opportunities	Effective Period	
		From	To
		07/01/19	06/30/20

Revenues

Program Costs	(1) Amount	(2) % of Funds	(3) Source of Funds
1. Maximum Federal Funds	\$505,492	100% %	CSBG
	\$0	0% %	
	\$0	0% %	
2. Maximum State Funds	\$0	0% %	
3. Provider Match Funds - Cash	\$0	0% %	
4. Provider Match Funds - In-Kind	\$0	0% %	
5. State Match Funds - Cash	\$0	0% %	
6. TOTAL PROGRAM COST	\$505,492		

*Total of #1 and #2 Should equal Column 2 Total. *Line 6 Should equal Column 3 Total.
*Total of #3, #4 and #5 should equal Column 1 Total.

Estimated Expenditures

Object of Expenditures	Column 1	Column 2	Column 3
	Provider / Other* (Cash and/or In-Kind)	Federal/State Funds	Total Program Costs
A. Salaries and Wages	\$0	\$277,705	\$277,705
B. Fringes Benefits	\$0	\$78,745	\$78,745
C. Equipment Purchases - Tangible Property	\$0	\$1,700	\$1,700
D. Communication	\$0	\$6,812	\$6,812
E. Space Costs	\$0	\$6,632	\$6,632
F. Travel/Employee Development	\$0	\$14,226	\$14,226
G. Supplies and Materials	\$0	\$3,922	\$3,922
H. Contractual Services	\$0	\$0	\$0
I. Client Services	\$0	\$55,080	\$55,080
J.	\$0	\$0	\$0
K. Other	\$0	\$4,280	\$4,280
L. Indirect Costs	\$0	\$56,390	\$56,390
M. Totals	\$0	\$505,492	\$505,492

During the early stages of strategic planning, the board and staff use the information collected from the Self-Assessment, monitoring and audit reports, the community assessment and customer surveys to evaluate its Values, Mission and Vision and create the Plan.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The most recent community assessment, conducted in 2017, underscored that poverty is sustained by a variety of complex issues and conditions, many of which have persisted through generations. To move out of poverty, low-income people need an assortment of supportive interventions and long-term supports that create access and opportunities to move out of poverty and into stable, sustaining conditions. CAO determined that to help families make these meaningful and sustainable changes and to measure that progress over time, CSBG programmatic activities must begin with a comprehensive assessment of each customer's individual and family status, needs and strengths. The assessment results are used to form the basis of each customer's goals and action plans. Coaches supplement effective action plans with monetary and other support and use interim assessments to determine the type and degree of change over time. These results are the foundation of the Life Works Program.

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