

Warren County Board of
Commissioners
Budget Special Meeting
June 21, 2011
Tuesday – 6:00 pm

**Warren County Armory Civic Center
Warrenton, NC**

Prepared by
Angelena Kearney-Dunlap
Clerk to the Board of Commissioners

**FY 2011-2012
Budget Special Meeting
6:00 pm**

Agenda

Chairman or Designee Call Special Meeting to Order

Clerk read Conflict of Interest Disclaimer

Clerk read Notice of Special Meeting

**Item # 1: Schedule a Public Hearing to hear citizen
comments regarding Amendments to
Ephraim Place Community Development
Block Grant Housing Development Project
(03-C-1187)**

**Item # 2: Adopt Amendment # 14 to the FY 2010-2011
Budget Ordinance to Close-Out
FY 2010-2011 Budget Year**

**Item # 3: Adopt FY 2011-2012 Warren County
Budget Ordinance**

**Item # 4: Adopt FY 2012-16 Capital
Improvement Program (CIP)**

**Item # 5: Adopt Amendment # 1 to the Capital Project Ordinance
Warren County Energy Efficiency ARRA Grant**

Item # 6: Adjourn Budget Special Meeting

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Chairman or Designee
Call Special Meeting to Order

Clerk read
Conflict of Interest Disclaimer

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- *“Members of the Warren County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.*
- **In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.**
- **Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?**
- **If so, please identify the conflict and refrain from any undue participation in the particular matter involved.**

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Clerk read
Notice of Special Meeting

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**NOTICE
Warren County Board of Commissioners
Budget Special Meeting**

Notice is hereby given that the Warren County Board of Commissioners will hold a Special Meeting on Tuesday, June 21, 2011 at 6:00 pm in the Warren County Armory Civic Center, 501 US Hwy 158 Bus, East, Warrenton, NC.

The purpose of this Special Meeting is to:

Schedule a Public Hearing to hear citizen comments regarding amendments to Ephraim Place CDBG Housing Development Project (03-C-1187) for Tuesday, July 5, 2011 at 5:45 pm.

Adopt Amendment # 14 to the FY 2010-2011 Warren County Budget Ordinance to close-out current Budget Year

Adopt FY 2011-2012 Warren County Budget Ordinance

Adopt FY 2012-2016 Capital Improvement Program (CIP)

Adopt Amendment # 1 to the Capital Project Ordinance Warren County Energy Efficiency ARRA Grant

All interested citizens are urged to attend this special meeting.

Barry Richardson, Chairman
Warren County Board of Commissioners

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Agenda Item # 1

Schedule a Public Hearing to hear citizen comments regarding Amendments to Ephraim Place Community Development Block Grant Housing Development Project (03-C-1187).

Suggested Date:	Tuesday, July 5, 2011
Suggested Time:	5:45 pm.

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Agenda Item # 2

Adopt Amendment # 14
to the
FY 2010-2011 Budget Ordinance
to
Close-Out FY 2010-2011 Budget Year

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AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2010/2011
Amendment No. 14

Section 1 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

County Attorney	25,000
Health Department	505
4-H Program	6,000
Area Mental Health	1,000
Veteran's Services Office	4,000
Youth Services Bureau	3,644
Total	\$ 40,149

Section 2 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Sales Taxes	33,000
Restricted Intergovernmental - Health	505
Restricted Intergovernmental - Other	1,000
Sales & Services	2,000
Miscellaneous Revenue	3,644
Total	\$ 40,149

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Section 4 of the Warren County Budget Ordinance, pertaining to the Fire Service Districts of the County, shall be amended as follows:

Drewry Fire Services District	\$	1,700
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Section 5 of the Warren County Budget Ordinance, pertaining to the Fire Service Districts of the County, shall be amended as follows:

Drewry Fire Services District	\$	1,700
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Section 13 of the Warren County Budget Ordinance, pertaining to the District II Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Sewer Revenues	\$	14,000
Utility/Cost Reimbursement-NC DOT		5,044
Supply Tap Fees		4,381
		<hr/>
Total	\$	23,425

Section 14 of the Warren County Budget Ordinance, pertaining to the District II Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Operating Expense Sewer	\$	18,381
NCDOT Maint / Reimbursement by NC DOT	\$	5,044
		<hr/>
Total	\$	23,425

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This amendment:

- appropriates funds to County Attorney to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Sales Taxes

- increases funding to the Health Department to agree with State allocations.

Funding Source: NC Division of Public Health

- appropriates funds to Area Mental Health to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Sales Taxes

- appropriates funds to Veteran's Services Office to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Sales Taxes

- appropriates funds to 4-H Program to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Sales Taxes
Sales & Services

- appropriates funds to Youth Services Bureau to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Private Contributions

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- appropriates funds to Drewry Fire Service District to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.

Funding Source: Delinquent Taxes Drewry

- appropriates funds to District II Water Enterprise Fund for projected activities to prevent overspending in accordance with G.S. 159-28.

Funding Source: Sewer Bill Collections
NC DOT Reimbursement
Tap Fees

Respectfully Submitted 6/21/2011

Barry J. Mayo

Barry J. Mayo, Finance Director

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Agenda Item # 3

**Adopt FY 2011-2012
Warren County
Budget Ordinance**

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WARREN COUNTY BUDGET ORDINANCE
FISCAL YEAR 2011-2012

BE IT ORDAINED BY THE Board of County Commissioners of Warren County, North Carolina:

SECTION 1. APPROPRIATIONS: The following amounts are hereby appropriated in the General Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

<u>ITEM</u>	<u>\$AMOUNT</u>
County Commissioners	\$ 116,166
County Manager	196,168
Human Resources	126,950
Finance Office	436,602
Tax Assessor	230,615
Revaluation	5,000
Tax Collection	313,614
County Attorney	65,200
Court Facilities	49,025
Board of Elections	200,256
Register of Deeds	180,627
Miscellaneous Appropriations	3,000
Information Technology	101,216
Buildings, Grounds & Maintenance	496,456
Sheriff's Department	2,166,233
Child Support Enforcement	45,520
Central Communications	641,003
Detention Facility	1,170,207
Emergency Services	154,865
Fire Protection	291,100
Code Enforcement	169,907
Medical Examiner	10,000
Emergency Medical Services	1,708,608
Halifax County EMS	70,482
Animal Control	253,237
KARTS Transportation	34,299
Lake Gaston Weed Control	116,000
Forestry Program	111,712
Planning	163,044
Economic Development Commission	197,387
Kerr Tar HUB	36,000
Cooperative Extension Service	178,926
Buck Spring Camp Development	30,700
Cooperative Ext 4-H Program	4,500
Soil Conservation	167,863
Health Department	2,971,136
Area Mental Health	59,315
Juvenile Crime Prevention Council	14,488
Tri-County Conflict Mgmt.	4,430
Emergency Shelter Care	18,508

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DSS Administration	3,534,169
DSS Public Assistance	1,532,481
DSS Local Funds	5,500
DSS Child Support	331,147
Rural Operating Assistance Program	99,788
Senior Center	369,173
Veteran's Service Office	28,654
Warren County Public Schools	3,982,437
SEMAA	168,361
VGCC Satellite Campus	180,112
Libraries	449,163
Recreation Program	321,707
Youth Services Bureau	141,924
National Guard Armory	24,715
Debt Services	1,938,540
Insurance & Fringes	435,000
Transfer To Other Funds: Revaluation Fund	50,000
Contingency	-102,381
TOTAL GENERAL FUND APPROPRIATIONS	\$26,800,855

SECTION 2. REVENUES: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

<u>ITEM</u>	<u>\$AMOUNT</u>
Ad Valorem Taxes	15,649,326
Sales Taxes	1,725,000
Other Taxes & Licenses	50,000
Unrestricted – Intergovernmental	123,200
Restricted Intergovernmental – Health	479,176
Restricted Intergovernmental – DSS	1,642,170
Restricted Intergovernmental – DSS 1571	2,180,255
Restricted Intergovernmental – Other	516,647
Permits and Fees	215,330
Sales and Services	1,798,773
Investment Earnings	11,000
Miscellaneous Revenue	597,500
Transfers from Other Funds	206,087
Fund Balance Appropriated	1,606,391
TOTAL GENERAL FUND REVENUES	\$26,800,855

SECTION 3. There is hereby levied a tax rate of \$.62 per one hundred dollars valuation of property listed for taxes as of January 1, 2011 for the purpose of raising the revenue listed as "ad valorem taxes" in the General Fund of this ordinance.

This rate is based upon an estimated total valuation of property for the purposes of taxation of \$2,520,765,433 and an estimated collection of 95%. The estimated rate of collection is based on the

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fiscal year 2010-11 collection rate that is estimated to be 95%. The rate of \$.62 per one hundred dollars valuation of property is levied in support of the General Fund.

SECTION 4. EXPENDITURES: There is appropriated to the fourteen (14) Fire Service Districts, in the amounts listed below proceeds of the service district tax for use by the Fire Service Districts in such a manner and for such expenditures as are permitted by law from the proceeds of these taxes. In the event the actual proceeds from the tax levies exceed or fall short of the appropriated amounts, the actual net proceeds from the taxes shall constitute the appropriation from the tax levy.

Churchill Five Forks	\$118,376
Macon	41,798
Warrenton Rural	106,843
Ridgeway	34,066
Afton Elberon	70,821
Roanoke Wildwood	82,216
Hawtree	42,867
Littleton	59,868
Long Bridge	77,572
Drewry	50,222
Smith Creek	34,033
Soul City	49,692
Arcola	21,523
Inez	19,275
TOTAL	\$809,172

SECTION 5. REVENUES: There is hereby levied a tax at the rate shown below, per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the listed special fire districts for generating revenue for said special districts. These rates of tax are based on a ninety-five percent (95%) collection rate. Estimated total of valuation of property for each special fire district for the purpose of taxation are as follows:

Department	Est. Tax Base	FY 12 Adopted
Churchill Five Forks	398,446,412	0.0300
Central Warren	161,442,749	0.0650
Macon	82,610,744	0.0500
Ridgeway	68,584,721	0.0500
Afton Elberon	124,589,587	0.0600
Roanoke Wildwood	416,063,057	0.0200
Hawtree	64,191,861	0.0650
Littleton	155,333,797	0.0380
Long Bridge	382,850,783	0.0200

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Arcola	78,763,944	0.0270
Drewry	101,989,553	0.0500
Smith Creek	54,536,380	0.0600
Soul City	84,983,113	0.0600
Inez	48,179,004	0.0400
	2,222,565,705	

It is estimated that the following revenues will be available in the Fire Service District Special Reserve Fund for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Fire Department	Current Taxes	Delinquent Taxes	Total Revenues
Churchill Five Forks	\$116,976	\$ 1,400	\$118,376
Macon	38,798	3,000	41,798
Warrenton Rural	94,843	12,000	106,843
RidgeWAY	31,666	2,400	34,066
Afton Elberon	67,121	3,700	70,821
Roanoke Wildwood	81,216	1,000	82,216
Hawtree	39,167	3,700	42,867
Littleton	57,368	2,500	59,868
Long Bridge	74,572	3,000	77,572
Drewry	45,222	5,000	50,222
Smith Creek	31,033	3,000	34,033
Soul City	46,992	2,700	49,692
Arcola	19,323	2,200	21,523
Inez	17,275	2,000	19,275
TOTAL	\$761,572	\$47,600	\$809,172

SECTION 6. EXPENDITURES: There is appropriated to the Solid Waste Enterprise Fund for the operation of the County's comprehensive solid waste program for fiscal year beginning July 1, 2011, and ending June 30, 2012:

Solid Waste Program \$1,491,389

SECTION 7. REVENUES: It is estimated that the following revenues will be available in the Solid Waste Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Other Taxes & Licenses	\$1,468,850
Restricted Intergovernmental – Other	2,300
Investment Earnings	400
Miscellaneous	500
Fund Balance Appropriated	19,339
TOTAL	\$1,491,389

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SECTION 8. There is hereby levied for the fiscal year 2011-2012, a Solid Waste Fee of \$115.00 per household or business not subject to municipal taxation to be deposited in the Solid Waste Enterprise Fund.

SECTION 9. EXPENDITURES. The following amount is hereby appropriated in the Regional Water System Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Regional Water System	\$989,700
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SECTION 10. REVENUES. It is estimated that the following revenues will be available in the Regional Water System Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Permits & Fees	\$ 200
Sales & Service	988,700
Investment Earnings	700
Misc. Revenue	100
TOTAL	\$989,700

SECTION 11. EXPENDITURES. The following amount is hereby appropriated in the District I Water System Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

District I Water System	\$468,020
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SECTION 12. REVENUES. It is estimated that the following revenues will be available in the District I Water Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Permits & Fees	\$ 1,200
Sales & Service	465,720
Investment Earnings	900
Misc. Revenue	200
TOTAL	\$468,020

SECTION 13. EXPENDITURES. The following amount is hereby appropriated in the District II Water System Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

District II Water System	\$511,566
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SECTION 14. REVENUES. It is estimated that the following revenues will be available in the District II Water Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Permits & Fees	\$ 675
Sales & Service	499,505
Investment Earnings	930
Misc. Revenue	10,456
TOTAL	\$511,566

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SECTION 15. EXPENDITURES. The following amount is hereby appropriated in the District III Water System Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

District III Water System	\$642,511
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SECTION 16. REVENUES. It is estimated that the following revenues will be available in the District III Water Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Permits & Fees	\$ 800
Sales & Service	546,994
Investment Earnings	600
Transfer from Other Funds	94,117

TOTAL	\$642,511
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SECTION 17. EXPENDITURES. The following amounts are hereby appropriated for the Enhanced 911 System Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Transfer to General Fund	\$206,087
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SECTION 18. REVENUES. It is estimated that the following revenues will be available for the Enhanced 911 Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Other Taxes and Licenses	\$200,904
Investment Earnings	300
Fund Balance Appropriated	4,883

TOTAL	\$206,087
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SECTION 19. EXPENDITURES. The following amounts are hereby appropriated for the Octennial Revaluation Fund for the operation of the County revaluation process for fiscal year beginning July 1, 2011 and ending June 30, 2012:

Revaluation Fund	\$55,175
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SECTION 20. REVENUES. It is estimated that the following revenue will be available in the Octennial Revaluation Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Investment Income	\$ 175
Transfers from Other Funds	50,000
Fund Balance Appropriated	5,000

TOTAL	\$55,175
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SECTION 21. There is hereby levied on each marriage license issued during the fiscal year 2011-2012, a tax of \$60.00. The proceeds of such tax shall be deposited in the General Fund.

SECTION 22. A. Funds belonging to Warren County and deposited to the credit of the Warren County Operating Account and the Warren County Payroll Account may be withdrawn on signatures of Barry Mayo, Warren County Finance Director; Barry Richardson, Chairman, Warren

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County Board of Commissioners; and Angelena Kearney-Dunlap, Clerk to the Board of Commissioners.

B. All funds belonging to Warren County and deposited to the credit of the Warren County Department of Social Services Trust Fund Accounts shall be withdrawn only by checks signed by the Warren County Director of Social Services and counter-signed by the Food and Nutrition Supervisor in the Department of Social Services. Jeffrey Woodard is authorized to sign such checks as Director of the Department of Social Services and Lora Edwards is authorized to counter-sign such check acting as Accounting Technician.

C. All funds belonging to Warren County deposited to the Public School Building Capital Fund Disbursing Account may be withdrawn on signature of Barry Mayo, Finance Director, and Linda T. Worth, County Manager.

SECTION 23. There is hereby levied for the fiscal year 2011-2012, a license fee of \$2.00 on each dog of the age of six months or older. The proceeds of such taxes shall be deposited in the General Fund.

SECTION 24. Copies of this ordinance shall be furnished to the Budget Officer and the Finance Director for direction in carrying out their duties.

This budget is prepared on a departmental basis, and need not be amended unless expenditures exceed department appropriations.

Adopted this the 21st day of June 2011.

Angelena Kearney-Dunlap, Clerk to the Board of Commissioners

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Agenda Item # 4

Adopt FY 2012-2016
Warren County
Capital Improvement Program (CIP)

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Proposed
FY 2012-2016 CIP is available on the
County web site at
www.warrencountync.com
“online forms and downloads”
for Board of Commissioners

[http://www.warrencountync.com/ fileUploads/forms/518 FY%2012-16%20CIP%20-%20FINAL%20DRAFT.pdf](http://www.warrencountync.com/fileUploads/forms/518_FY%2012-16%20CIP%20-%20FINAL%20DRAFT.pdf)

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Addition to July 21, 2011
SPECIAL MEETING AGENDA

Item # 5

Amendment # 1
to the
CAPITAL PROJECT ORDINANCE
WARREN COUNTY ENERGY
EFFICIENCY ARRA GRANT

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AMENDMENT TO THE CAPITAL PROJECT ORDINANCE
WARREN COUNTY
ENERGY EFFICIENCY ARRA GRANT
(Amendment No.1)

Section 3. The following revenues are anticipated to be available to complete the project:

Progress Energy Incentive Funds	\$ 30,000.00
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Section 4. The following amounts are appropriated for the project:

Contracted Services	\$ 30,000.00
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This amendment adjusts the budget to the most recent cost estimates.

Respectfully Submitted, 6/21/11

Barry J. Mayo
Finance Director

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Adjourn
Budget Special Meeting.