Board of Commissioners' Agenda

June 21, 2022

Commission Meetings are held at 200 College Street, Room 326 in downtown Asheville beginning at 5:00 p.m.

Public Comment is taken at the beginning of the meeting.

The meeting will broadcast via Facebook Live @Buncombegov.

Call To Order

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Discussion / Adjustment / Approval To Follow Agenda

top

Consent Agenda

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- Approval of June 7, 2022 Briefing Meeting Minutes
- Approval of June 7, 2022 Regular Meeting Minutes
- Resolution Approving Pyrotechnic Experts for Firework Display
  - Resolution
- Resolution Awarding a Service Firearm to a Retiring Deputy of the Buncombe County Sheriff's Department - Jeffrey Eaton
- Resolution Awarding a Service Firearm to a Retiring Deputy of the Buncombe County Sheriff's Department - Bryan Styles
- Approval of Attenuation Light for Leicester Volunteer Fire Department
  - Reimbursement Agreement
  - More Information
- Budget Amendment for FY21 Broadband Projects Budget Increase
  - Ordinance
- Budget Amendment for Subtitle D Vertical Expansion Project - Solid Waste
  - Ordinance
- Budget Amendment to Reimburse 911 Fund for Disallowed Expenditures

- Ordinance

- Budget Amendment for START Expansion - Budget Redistribution
  - Ordinance

- Budget Amendment for Enka Recreation Destination Technical Correction
  - Ordinance

Public Comment

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Good News

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- 2022 NACo Achievement Awards

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- Gun Violence Awareness Month Proclamation
  - Proclamation

- Economic Development Coalition
  - More Information

- Tourism Development Authority
  - More Information

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- Pack Square Visioning Update

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- Continuation of 911 Center Crisis Pay

New Business top

- FY2023 Budget Adoption
  - Budget Ordinance
  - Capital Projects Ordinance
  - Fee Schedule
  - Health & Human Services Billing Guide & Fee Schedule
  - Classification & Compensation Plan
    - Classification & Compensation
    - Salary Grades
    - Position Additions
    - Position Deletions
    - Position Changes
    - Director Position Changes
  - More Information
- Approval of Internal Audit Plan
  - Audit Committee Charter
  - Audit Committee Bylaws
  - Internal Audit Charter
  - More Information
- Budget Amendment for NC PRO Emergency Rental Assistance (ERA) Grant Adjustment
  - Ordinance
- Budget Amendment for LOBS 2022 A & B Debt Issuance and Refunding Across Multiple Funds
  - Ordinances
- Budget Amendment for Government Accounting Standard Board (GASB) Statement #87 Compliance

- Ordinance

- Funding Request - Chosen Summer Camp
  - More Information

Board Appointments

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Announcements

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- July 19 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.
- July 19 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.

Closed Session / Open Session

top

Adjournment

top

**MINUTES OF BUNCOMBE COUNTY BOARD OF COMMISSIONERS'
REGULAR MEETING OF JUNE 21, 2022 AT 5 P.M.**

BE IT REMEMBERED: That the Board of Commissioners met in regular session on June 21, 2022, in the Commission Chambers, 200 College Street, Room 326 in downtown Asheville, North Carolina at 5 p.m. where and when the following business was transacted:

The Chairman called the meeting to order with the following members present:

Brownie Newman, Chairman
Jasmine Beach-Ferrara, Commissioner
Amanda Edwards, Vice Chair
Robert Pressley, Commissioner
Parker Sloan, Commissioner
Terri Wells, Commissioner
Al Whitesides, Commissioner

Staff present: Avril Pinder, County Manager; Sybil Tate, Assistant County Manager; Dakisha Wesley, Assistant County Manager; John Hudson, Budget Director; Sharon Burke, Human Resources Director; Tiffany Iheanacho, Justice Services Director; Stoney Blevins, Health & Human Services Director; Taylor Jones, Emergency Services Director; Dan Keister, Internal Audit Director; Rafael Baptista, Strategy & Innovation Director; Tim Love, Intergovernmental Relations; Lamar Joyner, Clerk to the Board; Michael Frue, Senior Staff Attorney; Brandon Freeman, Staff Attorney

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Commissioner Wells motioned to approve the Consent Agenda and the remainder of the agenda. Commissioner Sloan seconded and the motion passed 7-0.

- Approval of June 7, 2022 Briefing Meeting Minutes
- Approval of June 7, 2022 Regular Meeting Minutes
- Resolution Approving Pyrotechnic Experts for Firework Display
  - Resolution
- Resolution Awarding a Service Firearm to a Retiring Deputy of the Buncombe County Sheriff's Department - Jeffrey Eaton
- Resolution Awarding a Service Firearm to a Retiring Deputy of the Buncombe County Sheriff's Department - Bryan Styles
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  - Ordinance
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  - Ordinance
- Budget Amendment to Reimburse 911 Fund for Disallowed Expenditures
  - Ordinance
- Budget Amendment for START Expansion - Budget Redistribution
  - Ordinance
- Budget Amendment for Enka Recreation Destination Technical Correction
  - Ordinance

CLOSED SESSION

Commissioner Whitesides moved to go into closed session pursuant to NCGS 143-318.11(a) (3) to hear legal matters for the County of Buncombe vs. Ellen Frost and Wanda Skillington Greene as recorded in Buncombe County Superior Court File #: 19 CVS 5208. Vice Chair Edwards seconded and the motion passed 7-0. The Board heard the legal update and had discussion regarding the legal matters. No action was taken.

Commissioner Whitesides moved to go back into open session. Commissioner Pressley seconded and the motion passed 7-0.

PUBLIC COMMENT

Don Yelton expressed concern for funding of consent agenda items and other County business projects.

Melanie Allen thanked the Board for budgeting the Buncombe County Schools salary study.

GOOD NEWS

- **2022 NACo Achievement Awards**

Rafael Baptista, Strategy & Innovation Director, recognized the Communications and Public Engagement (CAPE) staff for their achievement for winning National Association of Counties Achievement (NACo) Awards for its Let's Talk engagement platform and its WRES 100.7FM's Tapped In radio program.

PRESENTATIONS

- **Gun Violence Awareness Month Proclamation**

Commissioner Beach-Ferrara read and presented the proclamation. Tiffany Iheanacho, Justice Services Director, and Stoney Blevins, Health & Human Services Director, accepted the proclamation and expressed concern for gun violence.

- **Economic Development Coalition**

Clark Duncan, Executive Director, provided details about the public-private partnership of Buncombe County, the City of Asheville and the Asheville Area Chamber of Commerce. Activities and accomplishments were highlighted during the presentation.

- **Tourism Development Authority**

Vic Isley, President & CEO at Explore Asheville, summarized the details of the authority's purpose and work. Some information and data from their recent community survey was summarized.

COUNTY MANAGER'S REPORT

- **Pack Square Visioning Update**

Katherine Calhoun Cutshall, Library, provided an update revisioning process of Pack Square. The RFP was posted to secure a consultant to facilitate a community visioning process. An inter-organizational team of 12 members of Buncombe County and City of Asheville staff assisted in the selection of the McAdams firm as the top-ranked applicant. McAdams will facilitate a collaborative engagement process.

OLD BUSINESS

- **Continuation of 911 Center Crisis Pay**

Rafael Baptista, Strategy & Innovation Director, explained the staffing challenges in the 911 Center and the County has been utilizing multiple strategies to fill as many vacant shifts as possible. One of the strategies that the County has been using is to pay staff double time for any overtime shifts to encourage staff to pick up additional shifts.

Commissioner Wells moved to extend double-time pay for overtime shifts worked by 911 communications staff through September 30th, 2022. Commissioner Beach-Ferrara seconded and the motion passed 7-0.

NEW BUSINESS

- **FY2023 Budget Adoption**

In accordance with GS §14-234.3, Commissioner Sloan moved to recuse Commissioner Whitesides from voting on the $450,000 grant due to the conflict of interest of being a member of the Asheville-Buncombe County Economic Development Coalition. Commissioner Beach-Ferrara seconded and the motion passed 7-0.

Commissioner Wells moved to approve the $450,000 grant to the Asheville-Buncombe County Economic Development Coalition. Vice Chair Edwards seconded and the motion passed 6-0.

In accordance with GS §14-234.3, Commissioner Sloan moved to recuse Vice Chair Edwards from voting on the $45,000 grant due to the conflict of interest of being a member of the Asheville Buncombe Regional Sports Commission. Commissioner Whitesides seconded and the motion passed 7-0.

Commissioner Wells moved to approve the $45,000 grant to the Asheville Buncombe Regional Sports Commission. Commissioner Beach-Ferrara seconded and the motion passed 6-0.

John Hudson, Budget Director, reviewed the process, explained the recommended budget changes since June 7th Board meeting and provided highlights of the budget. The Board settled on removing the liquid resources >$5,000 cap for the Homeowner Grant Policy. Commissioner Wells suggested that the program is intended for persons with assets below $60,000, and the application should state as such. By consensus, the Board agreed to continue the program as it operated last fiscal year, having no cap for the next fiscal year, and add the language of $60,000 to the application.

Commissioner Sloan moved to approve the FY2023 Annual Funds Ordinance and associated fee schedules and Position classification and compensation plan. Vice Chair Edwards seconded and the motion passed 7-0.

Commissioner Wells moved to adopt the capital project funds ordinance. Commissioner Beach-Ferrara seconded and the motion passed 7-0.

- **Approval of Internal Audit Plan**

Dan Keister, Internal Audit Director, reviewed the risk assessment and audit plan development that provides key audit governance for the County, which was explained in detail during the June 7th Briefing.

Commissioner Pressley moved to approve the of Internal Audit Charter, Audit Committee Charter, Audit Committee Bylaws, & FY 2023 Internal Audit Plan. Commissioner Wells seconded and the motion passed 7-0.

- **Budget Amendment for NC PRO Emergency Rental Assistance (ERA) Grant Adjustment**

John Hudson, Budget Director, explained the budget amendment.

Commissioner Wells moved to approve the budget amendment as presented. Vice Chair Edwards seconded and the motion passed 7-0.

- **Budget Amendment for LOBS 2022 A & B Debt Issuance and Refunding Across Multiple Funds**

John Hudson, Budget Director, explained the budget amendment.

Commissioner Whitesides moved to approve the budget amendment as presented. Vice Chair Edwards seconded and the motion passed 7-0.

- **Budget Amendment for Government Accounting Standard Board (GASB) Statement #87 Compliance**

John Hudson, Budget Director, explained the budget amendment.

Vice Chair Edwards moved to approve the budget amendment as presented. Commissioner Whitesides seconded and the motion passed 7-0.

- **Funding Request - Chosen Summer Camp**

Chairman Newman detailed the request for funding to support the 2022 Chosen PODS Summer Camp. The camp will provide these campers between the ages of 6 -14 a safe environment, with educational activities, structured programs, field trips, and weekly fun outings.

Vice Chair Edwards moved to approve $50,000 in ARPA funds to support the camp. Commissioner Whitesides seconded and the motion passed 7-0.

BOARD APPOINTMENTS

Chairman Newman moved to appoint, by general consensus of receiving the most votes, **Robby Russell** to the **Greater Asheville Regional Airport Authority**.

Chairman Newman moved to appoint, by general consensus of receiving the most votes, **Joseph Barwick** and **Jason Walls** to the **AB Tech Community College Board of Trustees**.

ANNOUNCEMENTS

The Chairman made the following announcements:

- *July 19 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.*
- *July 19 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.*

CLOSED SESSION

Commissioner Beach-Ferrara moved to go into closed session pursuant to NCGS 143-318.11(a) (3) to hear legal matters and NCGS 143-318.11(a) (5) hear real property negotiation matters with no possible action anticipated following the closed session. Vice Chair Edwards seconded and the motion passed 7-0.

The Board heard the update and had discussion regarding the matters. No action was taken.

Commissioner Whitesides moved to go back into open session. Commissioner Beach-Ferrara seconded and the motion passed 7-0.

Vice Chair Edwards moved to adjourn the meeting. Commissioner Whitesides seconded and the motion passed 7-0. The meeting was adjourned at 8:13 p.m.

LAMAR JOYNER, CLERK
BOARD OF COMMISSIONERS

BROWNIE NEWMAN, CHAIRMAN
BOARD OF COMMISSIONERS

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department: Emergency Services **Presenter(s):** Kevin Tipton, Interim Fire Marshal

Contact(s): Kevin Tipton, Interim Fire Marshal

Subject: Resolution Approving Pyrotechnic Experts for Firework Displays

Brief Summary:

- Request from Gosnell's Pyrotechnics and Dustin Gosnell to conduct a fireworks display on 7/3/22 for Biltmore Forest Country Club, 31 Stuyvesant Road, Asheville, NC 28803.

Recommended Motion & Requested Action: Approve resolution.

County Manager's comments and Recommendation: County Manager recommends approval.

RESOLUTION #: 22-06-12

RESOLUTION APPROVING PYROTECHNICS EXPERTS FOR CONDUCTING FIREWORKS DISPLAYS

WHEREAS, pursuant to North Carolina General Statutes Section 14-410 and 14-413 the Board of Commissioners is authorized to review and approve the qualifications ofpersons applying for approval as pyrotechnics experts for the purpose of conducting fireworks displays; and

WHEREAS, application has been made by Gosnell's Pyrotechnics for pyrotechnic displays; and

WHEREAS, this Board is of the opinion that the application received to conduct firework pyrotechnic displays should be approved.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners for the County of Buncombe as follows:

1. That the following be granted permission to conduct fireworks displays at the location and on the dates shown, to-wit:

NAME	LOCATION	DATE
Gosnell's Pyrotechnics	31 Stuyvesant Road, Asheville	July 3, 2022

2. The County Fire Marshal has reviewed these requests and found that those listed above are qualified pyrotechnic experts.
3. That pursuant to N.C.G.S. 14-410 and 14-413 the Board has found that the above named individual/company is a qualified pyrotechnic expert for the purpose of conducting fireworks displays.
4. In accordance with the current NC Executive Order.

ADOPTED this the 21st day of June, 2022.

ATTEST

LAMAR JOYNER, CLERK

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

BROWNIE NEWMAN, CHAIRMAN

APPROVED AS TO FORM:

COUNTY ATTORNEY

RESOLUTION #22-06-13

RESOLUTION AWARDING A SERVICE FIREARM TO A RETIRING
DEPUTY OF THE BUNCOMBE COUNTY SHERIFF'S OFFICE

WHEREAS, Jeffrey Eaton is retiring from the Buncombe County Sheriff's Office after 25 years of service; and

WHEREAS, N.C. Gen. Stat. § 20-187.2 authorizes boards of county commissioners to award to a retiring member of a law-enforcement agency with countywide jurisdiction, such as a sheriff's office, or surviving relatives of such a member, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired.

WHEREAS, it is the practice of this Board to provide a member of the Buncombe County Sheriff's Office who retires through the North Carolina Local Government Retirement System with ten (10) or more years of service with said Office, or who retires due to medical disability, and who meets the qualifications of N.C. Gen. Stat. § 20-187.2, with the service side arm used by the member at the time of the member's retirement at a price of zero ($0) dollars; and

WHEREAS, this board finds that the individual named above carried, at the time of the individual's retirement, a service side arm more particularly described as a Glock Model 19, serial number WWU812, and that the individual named above has requested and is entitled to receive said service side arm in working order at a price fixed by this Board

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. That pursuant to N.C. Gen. Stat. § 20-187.2, the individual named above is hereby awarded the service side arm descried above for a price of zero ($0) dollars.

2. That the County Manager or her designee is authorized to undertake any action(s) necessary to transfer the service side arm descried above to the individual named above.

3. That this resolution shall become effective upon its adoption.

This the 21st day of June, 2022.

ATTEST

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

By: _____
Brownie Newman, Chair

APPROVED AS TO FORM

County Attorney

RESOLUTION #22-06-14

RESOLUTION AWARDING A SERVICE FIREARM TO A RETIRING
DEPUTY OF THE BUNCOMBE COUNTY SHERIFF'S OFFICE

WHEREAS, Bryan Styles is retiring from the Buncombe County Sheriff's Office after 27 years of service; and

WHEREAS, N.C. Gen. Stat. § 20-187.2 authorizes boards of county commissioners to award to a retiring member of a law-enforcement agency with countywide jurisdiction, such as a sheriff's office, or surviving relatives of such a member, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired.

WHEREAS, it is the practice of this Board to provide a member of the Buncombe County Sheriff's Office who retires through the North Carolina Local Government Retirement System with ten (10) or more years of service with said Office, or who retires due to medical disability, and who meets the qualifications of N.C. Gen. Stat. § 20-187.2, with the service side arm used by the member at the time of the member's retirement at a price of zero ($0) dollars; and

WHEREAS, this board finds that the individual named above carried, at the time of the individual's retirement, a service side arm more particularly described as a Glock Model 19, serial number WVD778, and that the individual named above has requested and is entitled to receive said service side arm in working order at a price fixed by this Board

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. That pursuant to N.C. Gen. Stat. § 20-187.2, the individual named above is hereby awarded the service side arm descried above for a price of zero ($0) dollars.

2. That the County Manager or her designee is authorized to undertake any action(s) necessary to transfer the service side arm descried above to the individual named above.

3. That this resolution shall become effective upon its adoption.

This the 21st day of June, 2022.

ATTEST

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

By: _____
Brownie Newman, Chair

APPROVED AS TO FORM

County Attorney

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department: Governing Body **Presenter(s):** Commissioners

Subject: Attenuation Light for Leicester Volunteer Fire Department

Brief Summary: Commissioners requested that this item be added to the agenda.

In support of the construction of the new Leicester Volunteer Fire Department building, it has been identified that for safety purposes, an attenuation lighting system is required at the intersection (Alexander Road) of the shared drive servicing the Leicester Public Library and Fire Station. Key points are summarized as follows:

- This is a “flasher type” system and **is not** a stop light. When activated, lights flash in both directions of Alexander Road warning that a “vehicle entering when flashing.” Activation is triggered by metal.
- When a vehicle from either the fire station or the library pulls up to the stop bar at the intersection of the shared driveway and Alexander Road, the vehicle triggers a sensor in the driveway which will then activate the flashers.
- NCDOT has reduced the speed limit in this area to 35 miles per hour (see attached exhibit).
- The total estimated cost of the system is $25,000. At the previous BOC meeting, the commissioners agreed to fund $12,500 of the attenuation light. Please note that the final cost may be adjusted up or down based on supply chain issues and the potential for cost overruns. This cost includes the two (2) flasher signs, a flasher utility cabinet, and the activation sensor located in the pavement at the intersection of the shared driveway and Alexander Road.

Recommended Motion & Requested Action: Motion to authorize the County Manager to execute a reimbursement agreement for the installation of this attenuation light with Leicester Fire for an amount not to exceed $12,500.

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

REIMBURSEMENT AGREEMENT

THIS REIMBURSEMENT AGREEMENT, made and entered into this the ____ day of June, 2022, by and between the Buncombe County, a body politic and corporate of the State of North Carolina, hereinafter sometimes "County," and Leicester Volunteer Fire Department, Incorporated, a North Carolina non-profit corporation organized and doing business in the State of North Carolina, hereafter sometimes "Leicester Fire."

W I T N E S S E T H:

WHEREAS, County owns and operates the Leicester Library located at 1561 Alexander Road in Leicester which facility is comprised of two (2) separate parcels of land as same are set forth and described in Book 2278, Page 156 Buncombe County Registry and a third parcel described in Book 4556, Page 813 in said registry;

WHEREAS, Leicester Fire has recently completed construction of a new fire station adjacent to the Leicester Library site;

WHEREAS, County and Leicester Fire share the driveway at its intersection with Alexander Road; and

WHEREAS, in support of the new Leicester Volunteer Fire Department building and the library, it has been identified that for safety purposes due to increased traffic at the intersection, an attenuation lighting system is required at the intersection.

NOW, THEREFORE, for valuable consideration, the adequacy and sufficiency of which is hereby acknowledged, the parties hereto hereby covenant and agree as follows:

1. The NC Department of Transportation has determined that an attenuation light should be installed at the intersection which is a "flasher type" system and is not a stop light. When activated, lights flash in both directions of Alexander Road warning that a "vehicle entering when flashing." The total estimated cost of the system is Twenty-Five Thousand Dollars ($25,000).

2. The County agrees to fund one-half of the cost of installation of this traffic up to a maximum of Twelve Thousand Five Hundred ($12,500). Leicester shall have first have all such installation completed and upon presentment of paid receipt the County will reimburse Leicester fire as set forth herein.

3. § E-Verify. Leicester Fire shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Leicester Fire shall also require any and all of its subcontractors to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

4. Choice of Law. Mediation: Any claim, dispute, or other matter in question arising out of or related to this Agreement shall be subject to voluntary non-binding mediation as a condition precedent to the institution of legal or equitable proceedings by either party. If the parties are unable to agree upon a certified mediator to hear their dispute, the Buncombe County Resident Superior Court

Judge shall name a mediator to hear the matter. The parties shall equally share the mediator's fee. The mediation shall be held in Asheville at a location designated by the mediator selected to hear the matter.

Legal Proceedings. Claims, disputes and/or other matters in question between the parties that are not resolved by mediation shall be heard in the North Carolina General Courts of Justice in Asheville, Buncombe County, North Carolina, which said Court shall have jurisdiction to hear any dispute between the parties arising out of this agreement. The Parties hereby agree that this paragraph establishes exclusive and sole jurisdiction for any legal proceeding in Buncombe County, North Carolina.

5. The Parties shall at all times indemnify, defend, and save the other Party harmless from, any and all damages, losses, claims, including claims and actions relating to injury to or death of any person or damage to property, demand, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the other Party's action or inaction of its obligations under this Agreement on behalf of the indemnifying Party, except in cases of gross negligence or intentional wrongdoing by the indemnified Party.

6. The individual signatories below have the expressed and implied authority on behalf of their respective Boards to execute this Agreement. The Parties may execute this Agreement in separate counterparts and the execution of a copy shall have the same effect as the execution of an original. Such execution may be by facsimile or PDF attachment to an email.

IN WITNESS WHEREOF, County of Buncombe has caused this instrument to be executed by its Chairman, attested to by its Clerk, and its seal to be hereunto affixed all by authority duly given by resolution referenced above and of even date herewith this the day and year first above written.

BUNCOMBE COUNTY

By: _____
Avril M. Pinder
County Manager

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

_____
Don Warn, Finance Director

Leicester Volunteer Fire Department, Incorporated

_____
Theodore J. Godleski,
Chief and Board Secretary

PROJECT REFERENCE NO.	SHEET NO.
Div.	Sig. 1.0

TABLE OF OPERATION		
SIGNAL FACE	INTERVAL 1	INTERVAL 2
21,23	ON	OFF
22,24	OFF	ON

SIGNAL FACE I.D.

All Heads L.E.D.

Y 12"

21, 22
23, 24

LOOP & DETECTOR UNIT INSTALLATION CHART														
INDUCTIVE LOOPS						DETECTOR UNITS								
LOOP NO.	SIZE (ft)	TURNS	DIST. FROM STOPBAR (ft)	NEW	EXISTING	UNIT NO.	NEW	EXISTING CHANNEL	NEMA PHASE	TIMING FEATURE	TIMING TIME	PLACE CALL DURING PHASE	INHIBIT DELAY DURING GREEN?	
1A	6X40	2-4-2	+5	X		1	X		1	-	Extend	6 SEC.	-	NO

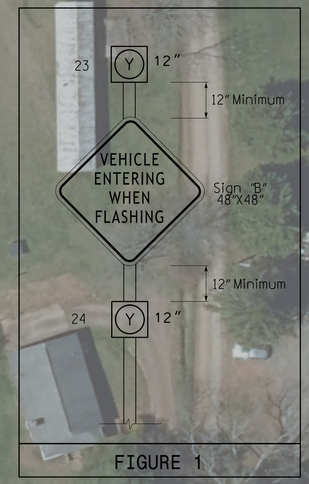


FIGURE 1

Actual locations of Advance Flashers to be determined.



Actual locations of Advance Flashers to be determined.

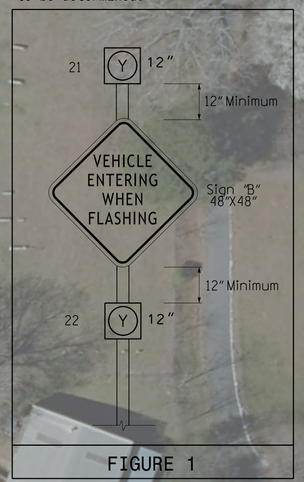


FIGURE 1



Two Circuit Flasher
Fully Actuated
Isolated

NOTES

1. Refer to "Roadway Standard Drawings NCDOT" dated January 2018 and "Standard Specifications for Roads and Structures" dated January 2018.
2. Set all detector units to presence mode.
3. Locate new cabinet so as not to obstruct sight distance of vehicles turning right on red.
4. Flash beacons 21, 22, 23 and 24 when actuated by loop 1A.

LEGEND

PROPOSED		EXISTING
	Traffic Signal Head	
	Modified Signal Head	N/A
	Sign	
	Pedestrian Signal Head With Push Button & Sign	
	Type II Signal Pedestal	
	Signal Pole with Guy	
	Signal Pole with Sidewalk Guy	
	Inductive Loop Detector	
	Controller & Cabinet	
	Junction Box	
	2-in Underground Conduit	
N/A	Right of Way	
	Directional Arrow	
N/A	Fence	
A	"STOP" Sign (R1-1)	A
B	"VEHICLE ENTERING WHEN FLASHING" Sign (See Figure 1)	B

New Installation

Prepared In the Offices of:
Transportation Mobility and Safety Division
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
Signal Design Section
750 N.Greenfield Pkwy.Garner,NC 27529

SR 1620 (Alexander Road)
at
Leicester Fire Department
& Library Shared Drive

Division 13 Buncombe County Leicester

PLAN DATE:	May 2022	REVIEWED BY:	T.J. Williams
PREPARED BY:	EM Minshew	REVIEWED BY:	

REVISIONS	INIT.	DATE

SCALE 0 30 1"=30'

DOCUMENT NOT CONSIDERED FINAL UNLESS ALL SIGNATURES COMPLETED

SEAL

PRELIMINARY PLANS DO NOT USE FOR CONSTRUCTION

DATE

SIG. INVENTORY NO. 13-1324

27 MAY 2022 13:36
J:\Traffic\Projects\Signals\Design Section\Western Region\Div-13\13-1324\2022-05\13124_sig_dsn_2022mod_dgn.dgn
emminshew

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department: Information Technology **Presenter(s): John Hudson**

Contact(s): Vance Bell / Nicole Polat, Information Technology

Subject: FY21 Broadband Projects Budget Increase

Brief Summary:
This budget amendment will increase the revenue and expenditure budget for the "FY21 Broadband Projects" project in the Capital Projects Fund by $67,442. The project implements outdoor wireless internet at Lake Julian, Owen Park, and the Buncombe County Sports Park.

Additional broadband needs have been identified in and around the County parks that will help County residents who are finding it difficult to find sufficient internet access. As a result of these additional broadband needs, staff has adjusted the architecture of the planned installations accordingly. Those additional broadband needs along with cost increases in the equipment needed for the planned installations has resulted in a need to utilize a portion of the FY22 Capital Funds Transfer to increase the budget for this project.

Recommended Motion & Requested Action: Approve budget amendment.

County Manager's comments and Recommendation: County Manager recommends as presented.

ORDINANCE #22-06-15

BUNCOMBE COUNTY, NORTH CAROLINA
Capital Project Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Capital Projects Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Project Name:	FY21 Broadband Projects

Description:
This budget amendment will increase the revenue and expenditure budget for the "FY21 Broadband Projects" project in the Capital Projects Fund by $67,442. The project implements outdoor wireless internet at Lake Julian, Owen Park, and the Buncombe County Sports Park.

Additional broadband needs have been identified in and around the County parks that will help County residents who are finding it difficult to find sufficient internet access. As a result of these additional broadband needs, staff has adjusted the architecture of the planned installations accordingly. Those additional broadband needs along with cost increases in the equipment needed for the planned installations has resulted in a need to utilize a portion of the FY22 Capital Funds Transfer to increase the budget for this project.

Funding Source: FY22 Capital Funds Transfer

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
FY21 Broadband Projects	$ 67,442	$ 67,442
TOTAL	$ 67,442	$ 67,442

ATTEST:

Tamara Laymon
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department:
Solid Waste

Presenter(s):
John Hudson, Budget

Contact(s): John Hudson, Budget
Dane Pedersen, Solid Waste

Subject: Subtitle D Vertical Expansion Project

Brief Summary:
This budget amendment will allocate $45,000 to increase expenditures to complete the Subtitle D Vertical Expansion Project. Additional funding is needed to finish the landfill infrastructure modifications and to establish vegetative cover for a final section. Project revenue for Subtitle D Vertical Expansion Project was higher than estimated for FY22 by $36,868. Remaining expenditures will be covered by savings from previously completed projects in Fund 342 Administration.

Recommended Motion & Requested Action:
Approve budget amendment

County Manager's Comments & Recommendation:
County Manager recommends as presented

ORDINANCE #22-06-16

BUNCOMBE COUNTY, NORTH CAROLINA
Solid Waste Capital Projects Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Solid Waste
Budget Amendment Item: Subtitle D Vertical Expansion Project

Description:
This budget amendment will allocate $45,000 to increase expenditures to complete the Subtitle D Vertical Expansion Project. Additional funding is needed to finish the landfill infrastructure modifications and to establish vegetative cover for a final section. Project revenue for Subtitle D Vertical Expansion Project was higher than estimated for FY22 by $36,868. Remaining expenditures will be covered by savings from previously completed projects in Fund 342 Administration.

Funding Source:
No additional revenue, pulling from prior years' savings.

Exhibit A:	Increase (Decrease)	
Account Description	**Revenues**	**Expenditures**
Subtitle D Vertical Expansion Project	$ 45,000	$ 45,000
Fund 342 Administration	$ (8,132)	$ (8,132)
TOTAL	$ 36,868.00	$ 36,868.00

ATTEST:

Tamara Laymon
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department: 911 Operations

Presenter(s): John Hudson, Budget

Contact(s): Derrick Ruble, Public Safety Communications Director
Brooke Hazlett, 911 Division Director

Subject: Transfer to 911 Fund for Disallowed Expenditures

Brief Summary: The NC 911 Board ruled that, as the City of Asheville had not yet filed paperwork to be a secondary Public Safety Answering Point (PSAP), the funding that was claimed in FY20 for the City of Asheville ($205,868) was not eligible for reimbursement. Per the previous intergovernmental agreement with Asheville, these non-reimbursable costs need to be covered by the County's General Fund. Additionally, $26,089 of other 911 fund expenditures in FY19 and FY20 have been found to be ineligible and need to be repaid. As a result, $231,957 will be transferred to the 911 Fund.

Recommended Motion & Requested Action: Approve budget amendments

County Manager's Comments & Recommendation: County Manager recommends as presented

ORDINANCE #22-06-17

BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: 911 Operations
Budget Amendment Item: Transfer to 911 Fund for Disallowed Expenditures

Description: The NC 911 Board ruled that, as the City of Asheville had not yet filed paperwork to be a secondary Public Safety Answering Point (PSAP), the funding that was claimed in FY20 for the City of Asheville ($205,868) was not eligible for reimbursement. Per the previous intergovernmental agreement with Asheville, these non-reimbursable costs need to be covered by the County's General Fund. Additionally, $26,089 of other 911 fund expenditures in FY19 and FY20 have been found to be ineligible and need to be repaid. As a result, $231,957 will be transferred to the 911 Fund.

Funding Source: Budgeted 911 Operations General Fund and Sales Tax

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
911 Operations - Contracted Services		$ (26,089)
Local Option Sales Tax	$ 205,868	
Interfund Transfer Expense		$ 231,957
TOTAL	$ 205,868	$ 205,868

ATTEST:

Tamara Laymon
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 21, 2022

Consent Agenda

Presenter(s):
John Hudson, Budget

Requesting Department: Health and Human Services

Budget Amendment Item: START Expansion - Budget Redistribution

Contact(s): Rebecca Smith, Social Work Division Director

Subject: START Expansion - Budget Redistribution

Brief Summary:
Poly-substance use has impacted Child Protective Service provision in Buncombe County. To address this, Buncombe County Health and Human Services implemented the Sobriety Treatment and Recovery Team (START) Model in 2017. Through an award of $1,385,760, the START Expansion 2020 project doubled BCHHS's capacity to provide intensive support and trauma services to child-welfare involved families including parents and young children.

The Governor's Crime Commission has approved an extension of the grant end date by three months to September, 2022. They also approved using $78,550 of unspent funds from Client Related Travel to fund three more months of service through our existing contracts. The grant was adopted at the budget line level. This budget amendment redistributes the existing grant budget to accommodate this change.

Recommended Motion & Requested Action:
Approve budget amendment

County Manager's Comments & Recommendation:
County Manager recommends as presented

ORDINANCE #22-06-18

BUNCOMBE COUNTY, NORTH CAROLINA
Grant Projects Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Grants Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY 2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Granting Agency:	Governor's Crime Commission
Grant Name:	START Program Expansion

Description: Poly-substance use has impacted Child Protective Service provision in Buncombe County. To address this, Buncombe County Health and Human Services implemented the Sobriety Treatment and Recovery Team (START) Model in 2017. Through an award of $1,385,760, the START Expansion 2020 project doubled BCHHS's capacity to provide intensive support and trauma services to child-welfare involved families including parents and young children.

The Governor's Crime Commission has approved an extension of the grant end date by three months to September, 2022. They also approved using $78,550 of unspent funds from Client Related Travel to fund three more months of service through our existing contracts. The grant was adopted at the budget line level. This budget amendment redistributes the existing grant budget to accommodate this change.

Funding Source: U.S. Department of Justice (CFDA #16.575), passed through the NC Department of Public Safety (Governor's Crime Commission).

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Fund 327 - Operating Expenditures - Discretionary - 6020:Travel and Training - START Expansion		$ (78,550)
Fund 327 - Operating Expenditures - Discretionary - 6090:Contract and Professional Services - START Expansion		$ 78,550
TOTAL	$ -	$ -

ATTEST:

Tamara Paysour
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Consent Agenda

Department:
Budget

Presenter(s):
John Hudson

Contact(s): John Hudson

Subject: Enka Recreation Destination Technical Correction

Brief Summary:
The Enka Destination Grant needs to be reduced by $80,000 due to a technical error. The budget will then reflect the actual amount already transferred to support this grant.

Recommended Motion & Requested Action:
Approve budget amendment

County Manager's Comments & Recommendation:
County Manager recommends as presented

ORDINANCE #22-06-19

BUNCOMBE COUNTY, NORTH CAROLINA
Grant Projects Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Grants Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Grant Name:	Enka Recreation Destination

Description:
The Enka Destination Grant needs to be reduced by $80,000 due to a technical error. The budget will then reflect the actual amount already transferred to support this grant.

Funding Source:
No funds used.

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Enka Recreation Destination	$ (80,000)	$ (80,000)
TOTAL	$ (80,000)	$ (80,000)

ATTEST:

Tamara Paynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners
Request for Board Action
Meeting Date: 6/21/2022

Good News

Department: Strategy & Innovation

Presenter(s): Rafael Baptista, Strategy & Innovation Director

Contact(s): Rafael Baptista

Subject: 2022 NACo Achievement Awards

Brief Summary: Buncombe County Communications and Public Engagement won National Association of Counties Achievement Awards for its Let's Talk engagement platform and its WRES 100.7FM's Tapped In radio program. This is the second straight year that Buncombe County has won NACo awards in every program that we have submitted.

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Presentations

Department: Justice Services, HHS **Presenter(s): Tiffany Iheanacho, Stoney Blevins**

Contact(s): Tiffany Iheanacho, Stoney Blevins

Subject: Gun Violence Awareness Month Proclamation

Brief Summary: Recognition of Gun Violence Awareness Month in Buncombe County for June 2022.

County of Buncombe

Proclamation

Gun Violence Awareness Month

WHEREAS, every day, more than 110 Americans are killed by gun violence, alongside more than 200 who are shot and wounded, and on average there are nearly 16,000 gun homicides every year; and

WHEREAS, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, North Carolina experienced 1,699 total firearm deaths in 2020; and

WHEREAS communities across the nation, including Buncombe County, are working to end gun violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is a core responsibility of local government; and

WHEREAS, support for the Second Amendment rights of law-abiding residents goes hand-in-hand with promoting gun ownership safety; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic has exacerbated gun violence with more than two years of increased calls to suicide and domestic violence hotlines, and an increase in community gun violence; and

WHEREAS, through the Safety and Justice Challenge, Buncombe County community members have voiced a strong desire for investment in community-led approaches to support safety in their communities; and

WHEREAS, Buncombe County Justice Services has partnered with the SPARC Foundation, My Daddy Taught Me That, the Racial Justice Coalition and Umoja Health, Wellness and Justice Collaborative on a community safety initiative directed toward healing, support, practical resources, and a reduction in violence for our communities with the highest rates of gun violence; and

WHEREAS, the Safety and Justice Challenge is partnering with Jordan Peer Recovery and the Prevention Institute to bring together systems and community members to develop a collaborative and coordinated plan to prevent and respond to community violence; and

WHEREAS, Buncombe County Health and Human Services seeks to strengthen our communities by advancing health, safety, and opportunity including preventing injury and death by promoting the health and well-being of populations through the use of data, research, and effective policies and partnerships; and

WHEREAS, we recognize survivors of gun violence, honor the lives lost to gun violence in Buncombe County, commit to reducing gun violence, and encourage responsible gun ownership to help keep our residents safe.

NOW, THEREFORE BE IT RESOLVED, that the Buncombe County Board of Commissioners recognizes June 2022 to be **Gun Violence Awareness Month**.

Brownie Newman, Chairman
Buncombe County Board of Commissioners

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Presentations

Department: Economic Development Coalition

Presenter(s): Clark Duncan, Executive Director

Contact(s): Tim Love, Intergovernmental Relations

Subject: Economic Development Coalition Update

Brief Summary: Update Board of Commissioners on the Economic Development Coalition.

Economic Development Coalition for Asheville-Buncombe County

Update for Buncombe County Board of Commissioners 2022

About Us

ACCREDITED ECONOMIC DEVELOPMENT ORGANIZATION
International Economic Development Council

*The EDC is a 28-year, public-private partnership of **Buncombe County, the City of Asheville** and the **Asheville Area Chamber of Commerce** advancing opportunity, quality of life and economic sustainability in Buncombe County through workforce investment, high-wage job creation & economic diversification*

EDC Team


April Brown


Maxwell Olle

Business Retention, Expansion, Recruitment

- Community Marketing, Recruitment and Site Selection Services
- Sharing Environmental, Sustainability, Social Governance & Employment Best Practices


Clark Duncan


Samantha Cole


Tiarra Wilkie

Strategic Workforce Partnerships

- Employer, Educator & Youth Engagement
- Expanding Economic Access Through Next AVL, Inclusive Hiring Partners, Apprenticeships


Ron Dumas
UNCA Intern


Jeff Kaplan


Desiree Monstrola

Venture Asheville

- Team Mentorship, Connection, Recognition and Capacity Building
- Supporting the Financing & Funding Needs of Founders and Start-Ups


Heidi Reiber


Maggie Smith

Riverbird Research

- Analytics and Tools for Better Business Decision Making
- Monthly Economic Indicators, Demographic & Economic Impact Studies

Activities & Accomplishments: Industry Retention, Expansion & Recruitment



INDUSTRY NINE

Industry: Outdoor & Bike Manufacturing
New Jobs: 50
Capital Investment: $6 Million

"Industry Nine is proud to continue building on the foundation that started in 1969 with Turnamics here in Asheville. The area's ethos, in combination with manufacturing and a love for the outdoors, continues to be a reason for our success."

— CLINT SPIEGEL
President, Industry Nine



EAST FORK

Industry: Clay Product Manufacturing
New Jobs: 50
Capital Investment: $2.4 Million

"Since East Fork's founding in 2010, we have been able to grow significantly thanks to our amazing team and the support of our community. We are very pleased to call Asheville our home as we continue evolving."

—ALEX MATISSE
Founder East Fork Pottery



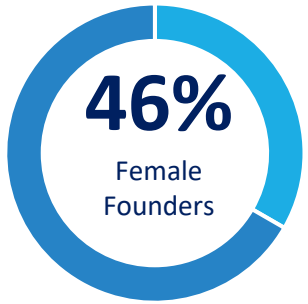
LEGALLY ADDICTIVE

Industry: Food Manufacturing
New Jobs: 15
Capital Investment: $1.5 Million

"Relocating to Asheville will give us an incredible geographic advantage...We are truly inspired by both the business and creative communities in Asheville and are grateful to everyone who has already been so kind and welcoming to us."

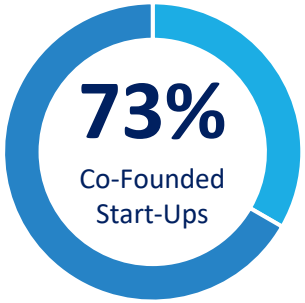
— LAURA SHAFFERMAN
Founder Legally Addictive Foods

Activities & Accomplishments: Entrepreneurial Development



venture asheville

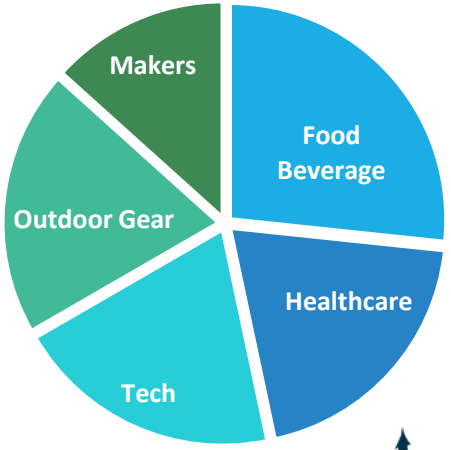








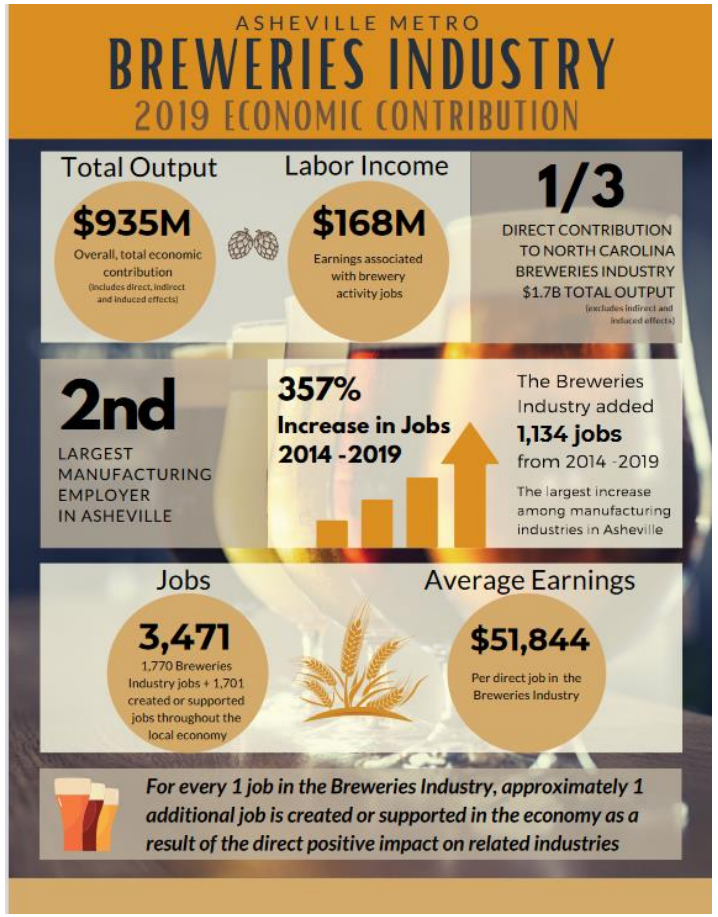


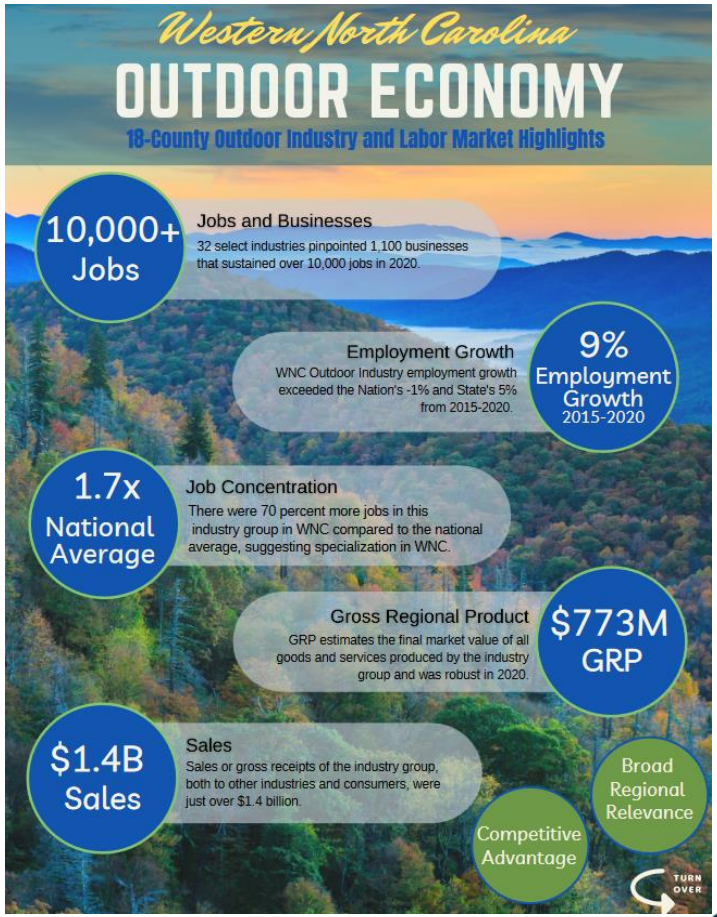


Over 100 Start-ups Served in ELEVATE Program Lifetime

Activities & Accomplishments: Representative Projects of Riverbird Research

https://riverbirdresearch.com/





Activities & Accomplishments: Workforce Partnerships & Economic Mobility

NEXT AVL
WHERE YOU WANT TO BE



Agency Relations Coordinator at MANNA Foodbank, Asheville, NC



Strategic Operations Coordinator at Shining Rock Ventures, Asheville, NC



Technical Sales Leadership Program at EATON, Asheville, NC

9 Month Mentorship

3 Pilot Years

5 Colleges & Universities

63 Students Served

40 FY23 Enrollment

Activities & Accomplishments: Workforce Partnerships & Economic Mobility

Better Careers

Support services

Work-based learning

Greater access to opportunity

INCLUSIVE HIRING PARTNERS

Better Workplaces

Guaranteed interviews

Case manager contact during onboarding

DEI training From LRU

Activities & Accomplishments: Workforce Partnerships & Economic Mobility

OnTrack Financial Education & Counseling

Land of Sky Regional Council

goodwill

Pisgah Legal Services

Inspire Recovery to Career

A Program of Land of Sky & Southwestern Commission

Asheville Housing Authority — asheville housing works. — 75 Years of Service

Inclusive Hiring Partners

Referral Partners

Ymi Cultural Center

Jordan Peer Recovery

NC works

AB Tech Community College

Community Action Opportunities
Helping People. Changing Lives.

Verner Center for Early Learning

Activities & Accomplishments: Workforce Partnerships & Economic Mobility



Activities & Accomplishments: Workforce Partnerships & Economic Mobility

145 Job Seekers Screened

56 Job Seekers Currently in Placement Process

20 Placements

INCLUSIVE HIRING PARTNERS

Outcomes

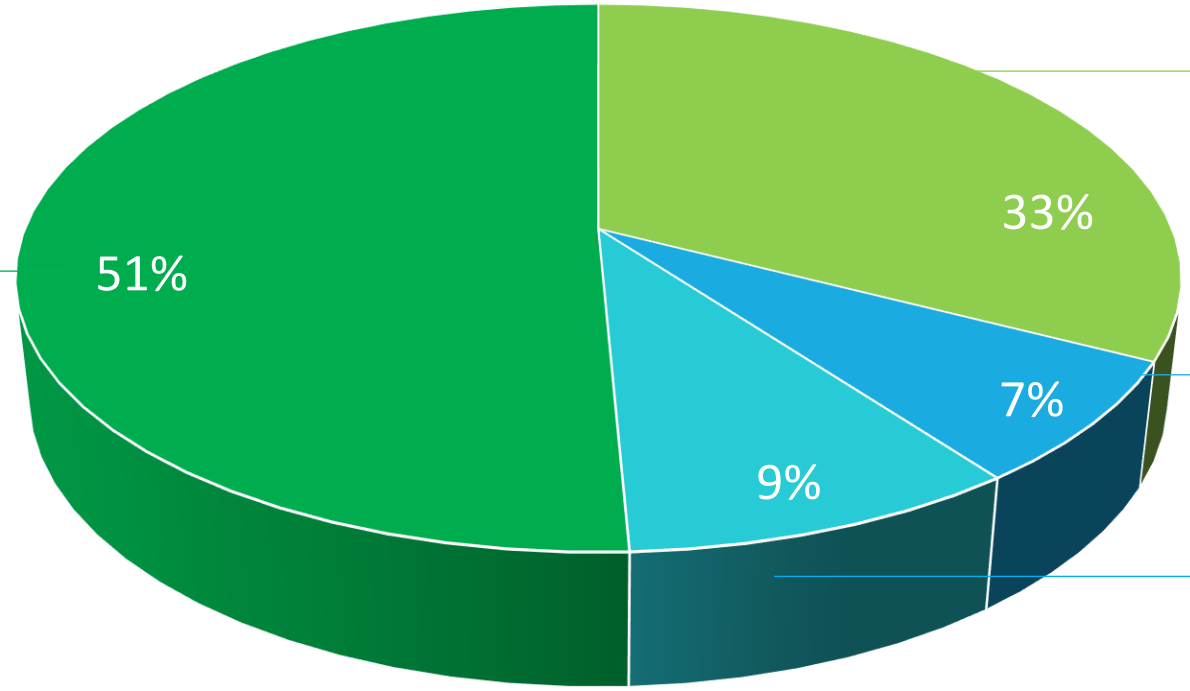
$18.62 Average Hourly Wage

56% BIPOC Representation

Enrollment Rate Jumped 19% - 45% In 2022

Financial Update

FY2023 Operating Budget $1,379,649



ASHEVILLE AREA CHAMBER OF COMMERCE

BUNCOMBE COUNTY

Golden LEAF FOUNDATION

ECONOMIC DEVELOPMENT COALITION
Asheville-Buncombe County

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

Presentations

Department: Tourism Development Authority

Presenter(s): Victoria Isley

Contact(s): Tim Love, Intergovernmental Relations

Subject: Tourism Development Authority Update

Brief Summary: Update Board of Commissioners on the Tourism Development Authority.

Explore Asheville

Buncombe County Tourism Development Authority

Update for Buncombe County Board of Commissioners

June 2022

About Us

Presenter

Vic Isley

President & CEO
Explore Asheville
Buncombe County Tourism Development Authority

Purpose

The Buncombe County Tourism Development Authority is the public authority created in 1983 by an act of the North Carolina Legislature to oversee the collection and investment of occupancy taxes paid by travelers who stay overnight in commercial lodging establishments, such as hotels and motels, bed and breakfast operations, and vacation rentals.

Meet The **BCTDA**



Ms. Kathleen Mosher
Chair
The Biltmore Company



Ms. Brenda Durden
Vice Chair
Asheville Hotel Group



Ms. Leah Ashburn
Highland Brewing Company



Mr. Andrew Celwyn
Herbiary



Mr. Larry Crosby
The Foundry Hotel



Mr. Matthew Lehman
Grand Bohemian Hotel



Mr. Michael Lusick
FIRC Group



Mr. HP Patel
BCA Hotels LLC



Mr. Scott Patel
Pure Hospitality



Councilmember Sandra Kilgore
Asheville City Council
Ex-Officio



Commissioner Robert Pressley
Buncombe County Commission
Ex-Officio



RESIDENT PERSPECTIVES ON TOURISM

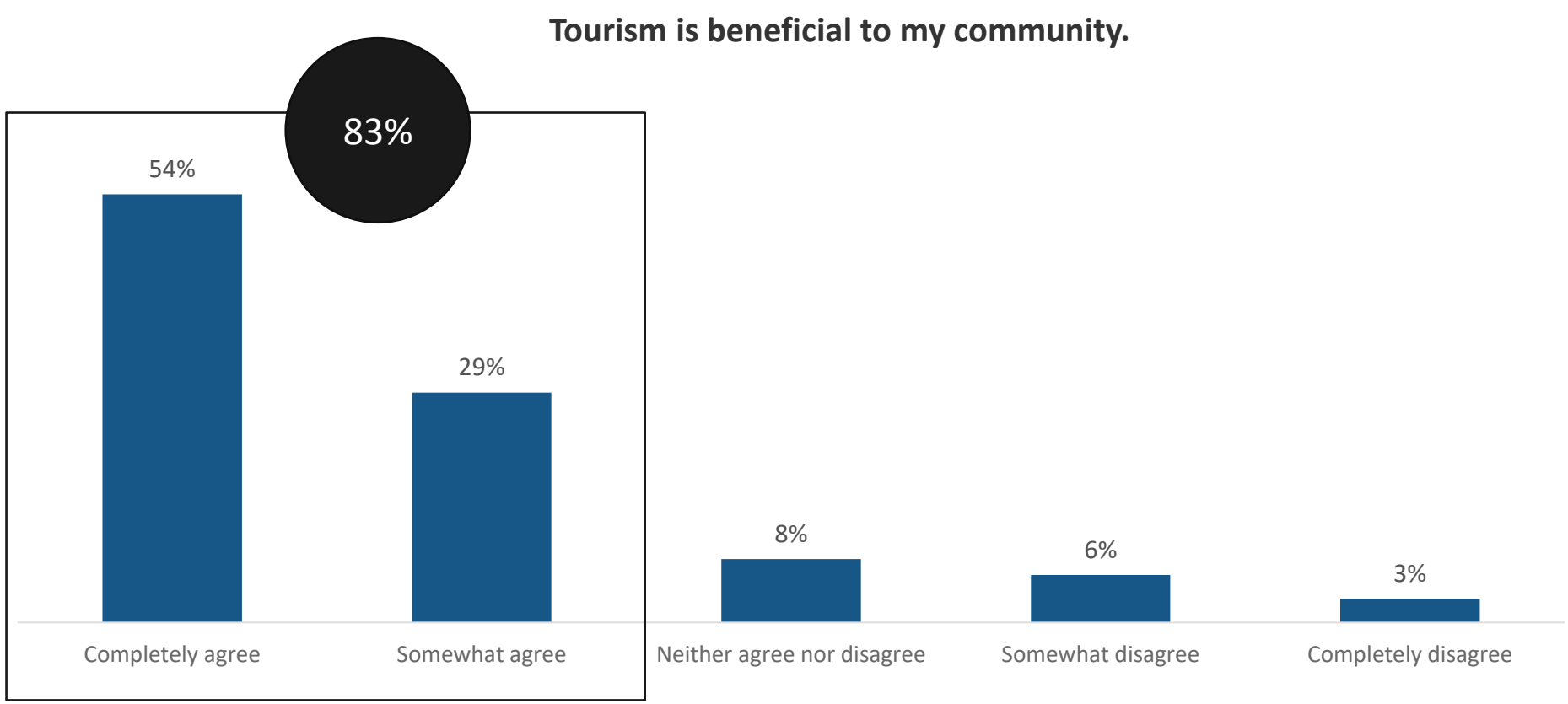
Explore ASHEVILLE

METHODOLOGY

- MMGY Travel Intelligence built upon a 2019 Buncombe County study that surveyed residents about their awareness and perceptions of destination tourism and its impact on the community.
- Several online panel companies were engaged to reach a random sample of residents of Buncombe County (Asheville and the surrounding areas).
- The survey was live from January 19 through February 15, 2022
- A total of 382 surveys were completed, similar to the recent poll for measuring support of County residents for the potential bond referendum.
- This sample size yields an error range of +/- 5% at the 95% level of confidence.

Key Insight no. 1: While residents agree that tourism poses some challenges, they clearly believe that tourism also provides immense value to the community, and the majority (69%), agree that the positives outweigh the negatives.

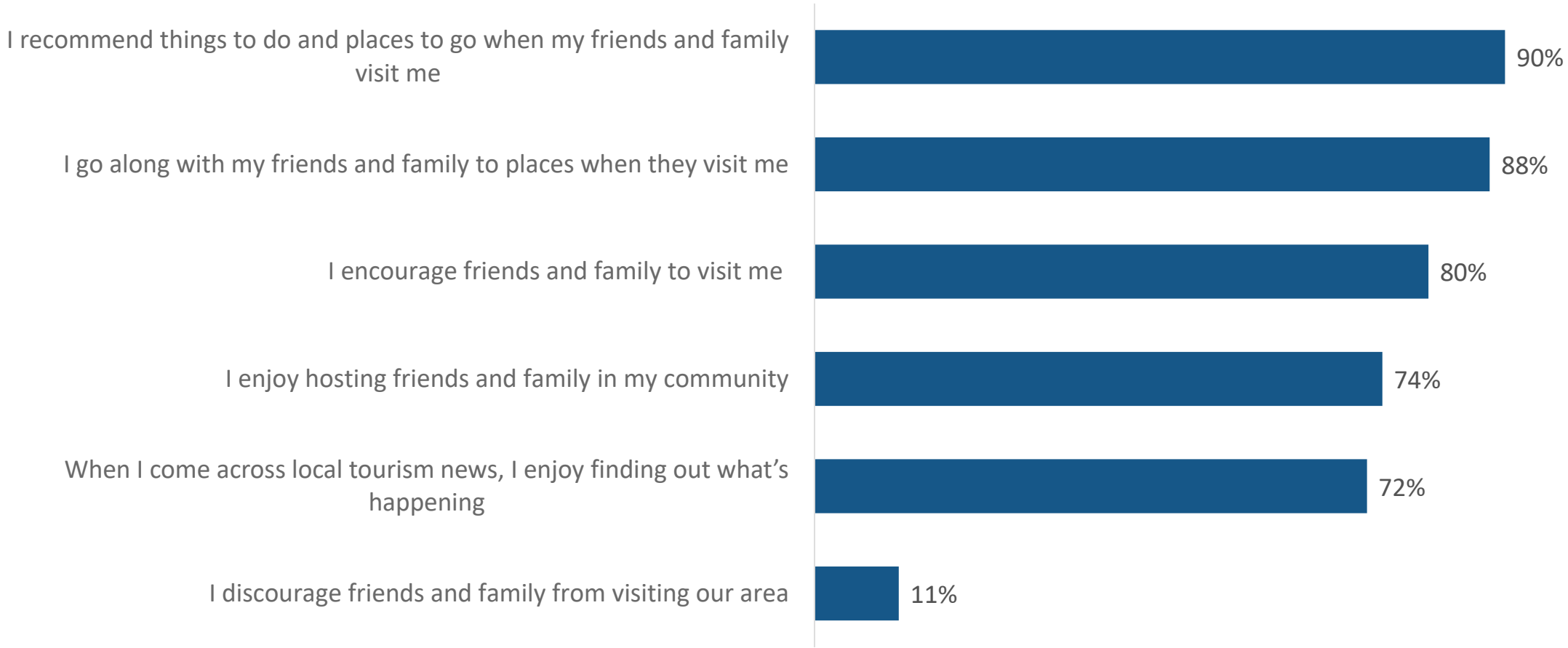
- An overwhelming majority, (83%), agree that tourism is beneficial to their community.



Q. To what extent do you agree or disagree with the statement: Tourism is beneficial to my community.

MMGY Travel Intelligence

4 in 5 residents indicate they encourage friends and family to visit.



Q. To what extent do you agree or disagree with the following statements?

MMGY Travel Intelligence

Colorado: What Happens When States Stop Marketing

COLORADO
COME TO LIFE

After the state of Washington took the drastic step of eliminating all tourism promotion efforts, Al White, the current head of the Colorado Tourism Office had a simple message: "Our lesson to [the state of] Washington is that it's been 18 years since we went dark in 1993, and we still haven't gotten back to the national market share we had."[4]

Colorado offers a vivid example of how even the most dramatic, well-known destinations—and travel brands—can suffer when they fail to promote themselves. According to a 2009 report, *The Rise and Fall of Colorado Tourism*, when Colorado shut down its travel promotion program in 1993 by cutting the state's promotion budget from $12 million to zero almost overnight, the consequences were immediate and dramatic:[5]

- Within one year, Colorado slipped from first place to 17th place in the summer resort category;[6]
- By 1997, Colorado's overall share of the U.S. leisure travel market plummeted by 30 percent;[7]
- Visitor spending fell dramatically, creating an immediate loss in total revenues of $1.4 billion, which increased to $2.4 billion annually by the late 1990s;[8]
- As a consequence, state and local tax receipts dropped by $134 million between 1993 and 1997.[9]

Even Colorado has gotten back in the game. In 2000, the state opened the Colorado Tourism Office with a $5 million annual budget. In 2006, citing demonstrated return on investment to the state treasury of more than 12:1, Governor Bill Owens increased funding to $19 million.[10]

Colorado's experience proves that even a state blessed with an abundance of natural attractions and one of the nation's strongest travel brands will quickly lose visitors —and tax revenues—without a vigorous travel promotion effort. On the other hand, states and cities that commit resources to travel promotion, even during difficult budget times, are realizing the economic benefits of the power of promotion.



What Colorado lost when it eliminated its tourism marketing program

30% loss	market share in overnight leisure trips
$1.4 billion lost	traveler spending within one year of closing
$2.4 billion lost	traveler spending per year within four years of closing
↓ 17th	From 1st to 17th in summer resort destination visitation



What Colorado lost when it eliminated its tourism marketing program

30% loss	market share in overnight leisure trips
$1.4 billion lost	traveler spending within one year of closing
$2.4 billion lost	traveler spending per year within four years of closing
↓ 17th	From 1st to 17th in summer resort destination visitation

There is some concern that tourism could change the vibe of the community.

78%

Agree

I believe growing tourism will change the feeling of the community for residents.

* Out of all the negative statements measured in the survey, this was the one that received the highest agreement.





But this seems to be more of a fear than the current reality.

Only…

32%

Of Buncombe County residents believe visitors detract from the culture and character of our community.

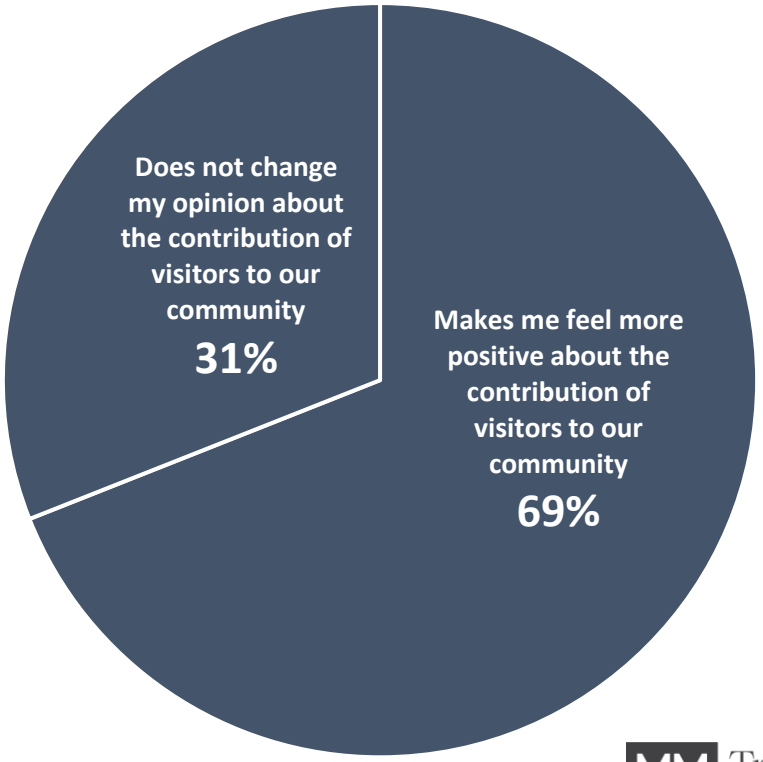
MMGY Travel Intelligence

Residents report visiting community amenities supported by occupancy taxes through the Tourism Product Development Fund grant process.

Community Amenities Visited or Plan to Visit	
WNC Farmers Market	78%
NC Arboretum	74%
Grove Arcade	68%
Western North Carolina Nature Center	68%
Pack Square Park	64%
Harrah's Cherokee Center - Asheville	49%
Asheville Art Museum	48%
Asheville Riverfront Redevelopment & Greenway	47%
Asheville Community Theater	42%
Asheville Museum of Science	39%
Wortham Center	30%
Montford Park Players Theater	25%
Black Mountain College Museum and Arts Center	20%
JBL Soccer Complex at Azalea Park	20%
Enka Recreation Destination & Bob Lewis Ballpark	18%
African American Heritage Museum and Trail	16%
Center for Craft	16%
Woodfin Greenway & Blueway	16%
LEAF Global Arts Center	15%
YMI Cultural Center	13%
Buncombe County Wayfinding Signage Program	5%
None of these	3%

Q. Have you or a member of your household ever visited, or do you plan to visit any of the following community amenities? Select all that apply.

Q. Does knowing that taxes paid by visitors helped fund all these amenities...?



MMGY Travel Intelligence



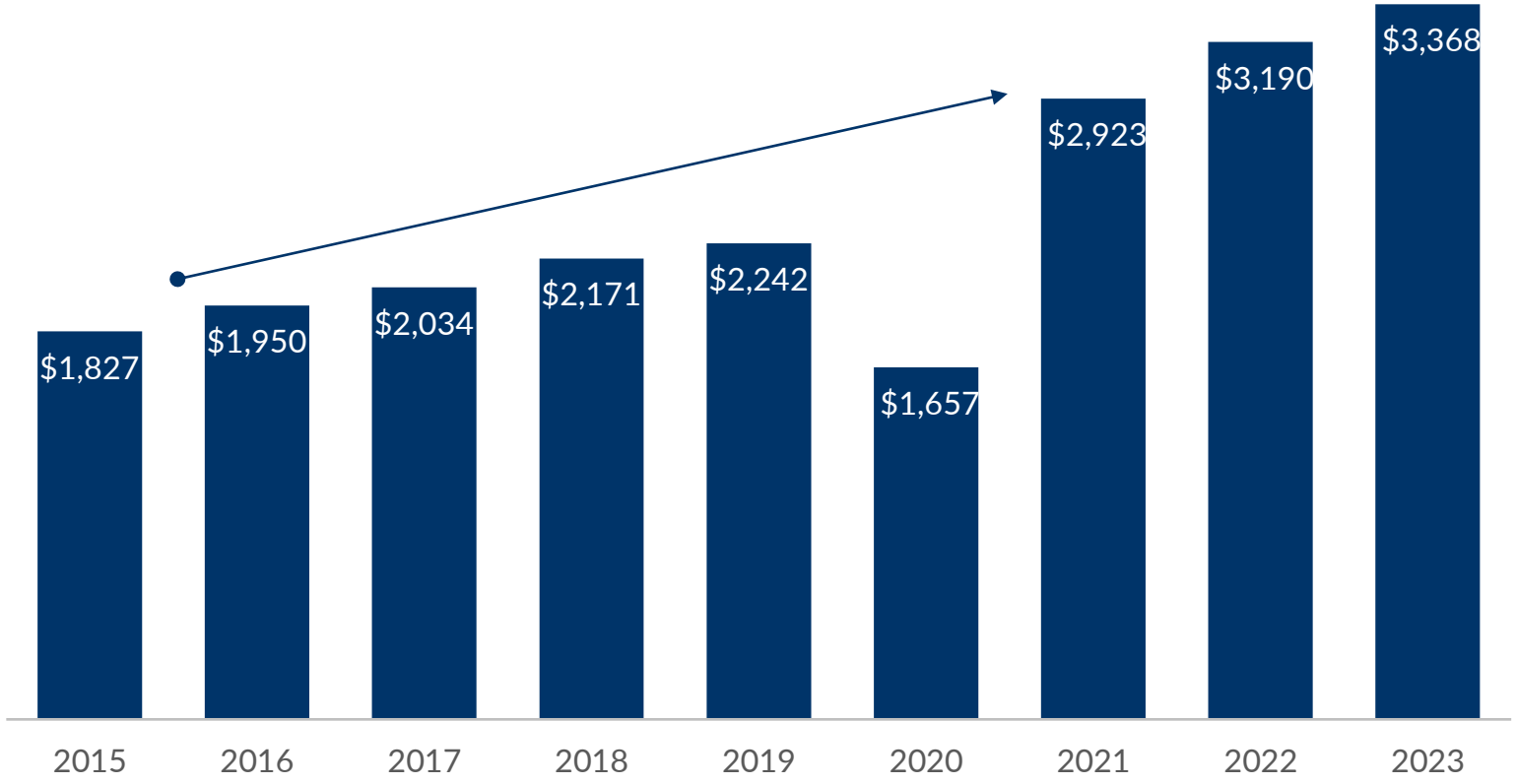
VISITOR SPENDING & REVENUE FORECAST

Explore ASHEVILLE

VISITOR SPENDING

Asheville & Buncombe County total visitor spending

Amounts in millions of nominal dollars



Source: Tourism Economics

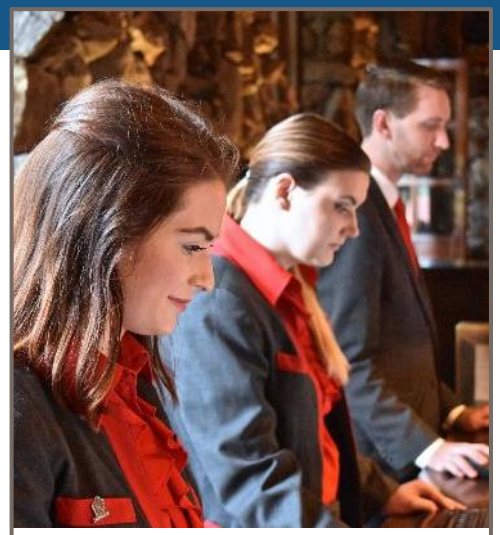
DISTRIBUTION OF VISITOR SPENDING





FOOD & BEVERAGE

$610 Million
27%





LODGING

$609 Million
27%





RETAIL

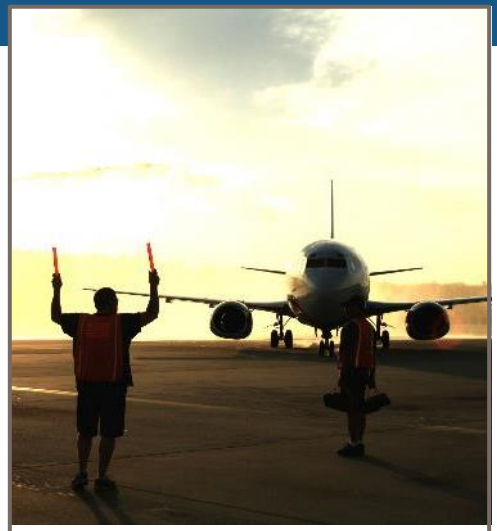
$468 Million
21%





RECREATION & ENTERTAINMENT

$300 Million
13%





TRANSPORT

$255 Million
11%

ESTIMATED VACATION RENTAL OCCUPANCY TAX GROWTH

180%
Vacation rental sales growth from FY19 to FY22

17%
Hotel sales growth from FY19 to FY22

7%
B&B sales growth from FY19 to FY22

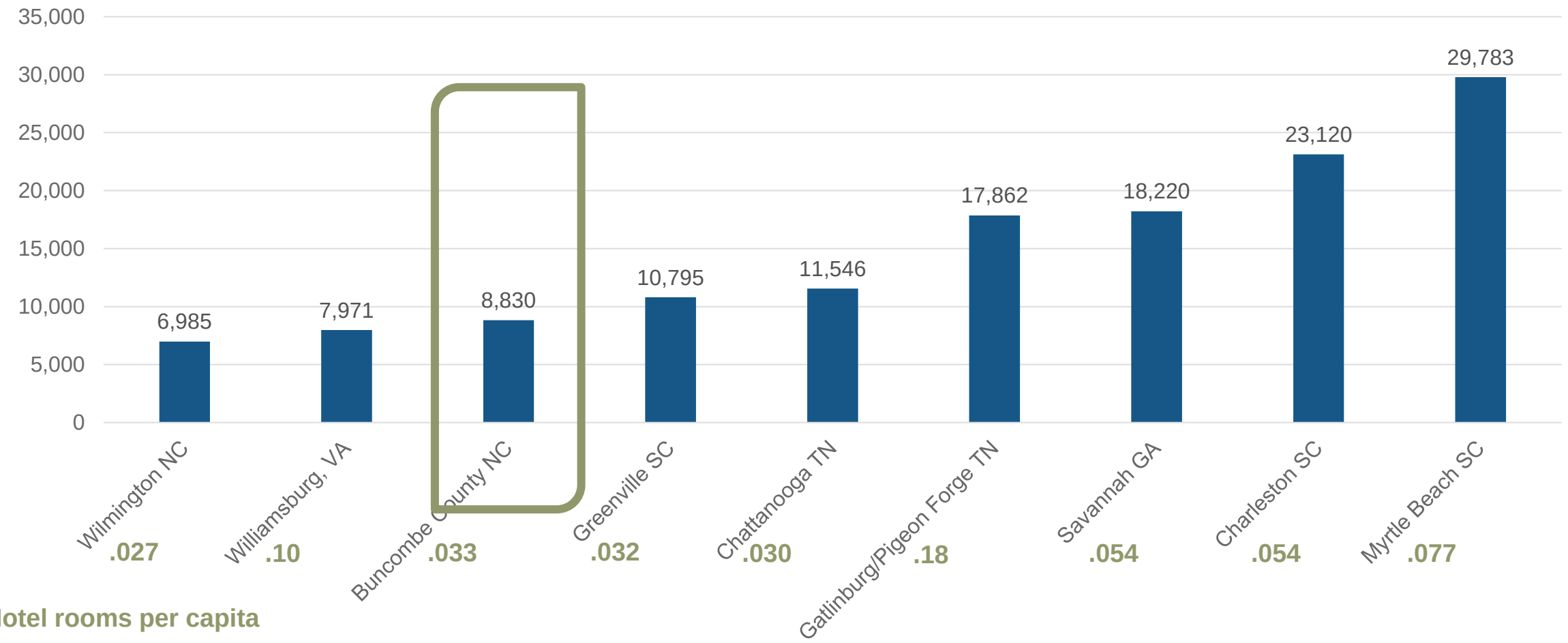
+$8m
Growth in vacation rental occupancy tax collections from FY19 to FY22

+$3.4m
Growth in hotel occupancy tax collections from FY19 to FY22

+$60k
Growth in B&B occupancy tax collections from FY19 to FY22

Source: Buncombe County, Tourism Economics

HOTEL ROOMS AVAILABLE BY MARKET



Hotel rooms per capita

Source: STR Jan 2022

FY23 BUDGET SCENARIOS
BASED ON STATE APPROVED ALLOCATION LEVELS

	OPERATING FUND	TPD FUND	TOTAL
FY22 Forecast	27,325,811	9,108,604	36,434,415
FY23 (2/3 and 1/3)	27,205,360	13,600,640	40,806,000
*FY23 (2/3 and 1/3) +$2m fund balance to operating budget	*29,205,360	13,600,640	42,806,000
FY23 (3/4 and 1/4)	30,604,500	10,201,500	40,806,000

*Recommendation to allocate $2 million from fund balance to FY23 operating budget, should legislation change to two-thirds/one-third split



EXPLORE ASHEVILLE'S STRATEGIC IMPERATIVES

Explore ASHEVILLE

BUNCOMBE COUNTY 2020-2025 STRATEGIC PLAN – COMMUNITY FOCUS AREAS

VIBRANT ECONOMY	RESIDENT WELLBEING	ENVIRONMENTAL & ENERGY STEWARDSHIP	EDUCATED & CAPABLE COMMUNITY
A robust and sustainable regional economy that builds on our homegrown industries and talent and provides economic mobility for residents	*Our residents are safe, healthy and engaged in their community*	*High quality air, water, farmland & renewable energy for future generations*	*A county where all residents thrive & demonstrate resilience throughout their lives*

ASHEVILLE CITY COUNCIL 2020 FOCUS AREAS

▪ A thriving local economy ▪ A financially resilient city	▪ Quality affordable housing ▪ Transportation and accessibility	▪ A well-planned and livable community ▪ A clean and healthy environment	▪ An equitable and diverse community ▪ A connected and engaged community

EXPLORE ASHEVILLE (BCTDA) STRATEGIC PILLARS



DELIVER BALANCED RECOVERY & SUSTAINABLE GROWTH

Balance visitor and resident needs. Focus on the quality of each visit.



ENCOURAGE SAFE & RESPONSIBLE TRAVEL

Encourage the care for and respect of natural, cultural and human resources. Grow our outdoor economy.



ENGAGE & INVITE MORE DIVERSE AUDIENCES

Extend a genuine invitation and make community connections for all to win.



PROMOTE & SUPPORT ASHEVILLE'S CREATIVE SPIRIT

Share stories of creators and makers and support place making.

ASHEVILLE GREATER (CHAMBER OF COMMERCE) VISION

▪ Economic mobility and shared prosperity (grow the pie, block-by-block, child's first years)	▪ Growing up (land, transportation, housing, resources)		▪ A place for all people (young families, retirees, people of color)	▪ Leadership (shared vision, intergenerational leadership, regional, balanced scorecard)

UNC-ASHEVILLE STRATEGIC PRIORITIES

▪ Increase fiscal capacity and resilience ▪ Deepen and broaden our public impact in the region				▪ Evolve and innovate curriculum

DOGWOOD HEALTH TRUST STRATEGIC PRIORITIES

▪ Jobs (bolster the infrastructure for a growing economy)	▪ Health and wellness ▪ Affordable housing		▪ Education (early childhood, K-12, post-secondary)	

UNITED WAY OF ASHEVILLE AND BUNCOMBE COUNTY (UWABC) KEY DRIVERS FOR CHANGE

			▪ Commitment to students, families and the Community School ▪ Commitment to diversity, equity and inclusion (DEI)	▪ New players, new leadership

THE COMMUNITY FOUNDATION OF WESTERN NORTH CAROLINA (CFWNC) FOCUS AREAS

	▪ People in need (supporting marginalized populations)	▪ Natural/cultural resources ▪ Food/farming (support sustainable local food)	▪ Early childhood development	

Explore ASHEVILLE
Convention & Visitors Bureau

OUR STRATEGIC IMPERATIVES



Deliver Balanced Recovery & Sustainable Growth



Encourage Safe & Responsible Travel



Engage & Invite More Diverse Audiences



Promote & Support Asheville's Creative Spirit



Deliver Balanced Recovery & Sustainable Growth

Balance resident and visitor needs, recognizing the necessary role that sustainable, long-term growth of travel has in achieving a healthy, collective economy.

Focus on the quality of each visit to our community - balancing growth across the seasons, business and leisure travel, and throughout Asheville and Buncombe County.

2022 TPDF FUND CYCLE OPEN

$11.6m
TPDF fund balance available as of this meeting

$10.7m
FY22 paid media budget

$15m
TPDF fund balance projected to be available by FY end

$15.3m
FY22 total marketing budget



Encourage Safe & Responsible Travel

Engage residents and visitors with shared values
to care for and respect natural, cultural and human resources vital in
delivering quality guest experiences.

Collaborate with community organizations, local businesses and
environmentally focused partners to support the sustainability and growth
of our outdoor economy.

from the sidewalks to the trails

LOVE THIS PLACE
LEAVE NO TRACE

#recreateresponsibly

- Plan Ahead and Prepare
- Stick to Trails and Sidewalks
- Keep Wildlife Wild
- Trash your Trash & Recycle
- Be Careful with Fire
- Be Considerate of Others
- Leave it as you Find It

Learn about Leave No Trace to protect this beautiful place.

ASHEVILLE

Leave No Trace™
Center for Outdoor Ethics | LNT.org



from the city to the summits

PROTECT OUR WILD AND WONDERFUL SPACES

#recreateresponsibly

Learn about Leave No Trace to protect this beautiful place.

Leave No Trace™
Center for Outdoor Ethics | LNT.org

ASHEVILLE

PURPOSE-DRIVEN COMPANIES

- Sales team education through Lenoir-Rhyne
- List of 250 B-Corp prospects created by the team for targeted marketing



Engage & Invite More Diverse Audiences

Extend a genuine invitation to Black travelers and other diverse audiences including LGBTQ visitors – connecting them with local neighborhoods, businesses and entrepreneurs – creating more opportunities for all to win.

Support product development, place making and community connections, enabling new experiences and business opportunities throughout our community.

$1M Investment in Black-Owned Media & Creators

TravelDesk	Spotify	iHeart RADIO	NATIVO	the grio	THE ROOT	TikTok
Utilizing intent & behavior based data to engage diverse audiences with travel intent	Diverse network of podcasters to extend messaging in a unique and intimate way	Aligns brand with diverse voices driving today's culture	Non-invasive, native ads to drive to new and existing content across diverse owned publishers	Drives cross platform conversions to a diverse, tech savvy audience	Speak to Asheville as an ideal vacation destination to explore through the lens of Black America	Endorsement marketing with carefully vetted influencers across a variety of social platforms
Display, Video, Retargeting	Live-read and Recorded Podcast Audio Ads	Live-read and Recorded Podcast Audio Ads	Custom Articles, Native Drivers	Custom Article + Sponsorship	Branded Articles, High-impact Canvas, Newsletter & Podcast Sponsorship, Display, Video, Social Distribution	Branded Content, Extended Messaging

AFRICAN AMERICAN HERITAGE TRAIL





Promote & Support Asheville’s Creative Spirit

Share stories of creators and makers who help differentiate our destination through food and drink, visual and performing arts, experiences and more.

Support product development, place making and community connections, enabling new experiences and business opportunities throughout our community.





Clockwise from top left: An array of hand-crafted utensils by Spoon + Hook; a sunny day at Max Patch; chef Rakim Gaines; Capella on 9's light-flooded dining room; Anneliesse Gormley of Spoon + Hook.

Tale of Two Artists

A HOMEGROWN CHEF AND A WOODWORKING TRANSPLANT CHOOSE ASHEVILLE, NORTH CAROLINA AS THE BACKDROP FOR THEIR CREATIVE JOURNEYS

In Asheville, artistry can be found everywhere: in the vibrant crafts community, of course, but also in its evolving culinary scene, surrounding scenic beauty, walkable districts, and welcoming neighbors. The city has a magnetic pull, attracting scores of visual artists, budding performers, craft brewers, and more each year. For those who were born here, however, it's confirmation that the city is a worthy place to nurture creative dreams.

Chef Rakim Gaines is among the latter. A native of Asheville, he has a family tree with branches that extend way back in Western North Carolina. "Before my great-grandfather passed away, we took a five-generation photo," he says. His love of culinary arts also runs deep—he grew up watching his mother prepare soul food for family meals. "I'd sit right beside her as she cooked," he recalls. Gaines's culinary aspirations only grew from there, and he landed his first industry job at the age of nine, volunteering at a neighborhood hibachi restaurant. Today he's executive chef at Capella on 9, a position he's held since 2018.

Capella on 9 boasts a Spanish tapas-style menu, but when Gaines isn't at work, he gravitates toward the cuisine he grew up with. "Pork chops, mac and cheese, collard greens—that's what I love most," he says. "In the end, I want to open my own soul food restaurant."

But Gaines is also inspired by Asheville's growing culinary scene. In a way, the city's evolution into a major food city happened alongside Gaines's own journey. He enrolled in the culinary program at A-B Tech but became a father before he completed his degree. This new responsibility meant taking on a full-time job, and at the seafood-focused Lobster Trap on Patton Avenue, he started out shucking oysters before working his way up to sous-chef. Gaines is now one of only a handful of Black executive chefs in Asheville. "I'm trying to build up my name in this city," he says. "I started out at the bottom, and everything I've done has come from me."

When imagining the future of the culinary scene, Gaines is encouraged by his peers. "We were going in such a good direction, with ChowChow, Taste of Asheville, and the hamburger battles," he says of the city's momentum prior to the pandemic. As restaurants get back on their feet, these food-focused events will once again showcase the region's prime ingredients and dishes—and offer creative fuel to its food industry members. "It's great for different chefs to talk to one another," Gaines says. "We may be competing at times, but it's not really like that. Competition gives us a chance to see and respect each other's creativity."

While Gaines chose to build a career in his dynamic hometown, woodworker Anneliesse Gormley represents another kind of creative: one who relocated to Asheville to launch her craft business. "There's something that brings all of us to this place," says the woodworker and Spoon + Hook founder. "It feels full of the opportunity to seek your own truth."

In 2008, the Lexington, Kentucky–based artist visited Asheville for the first time. It was autumn and the leaves were changing, and as she bought a pastry from downtown's former Sisters McMullen bakery, she witnessed a marriage proposal. At that moment, Gormley knew she wanted to make the city her home.

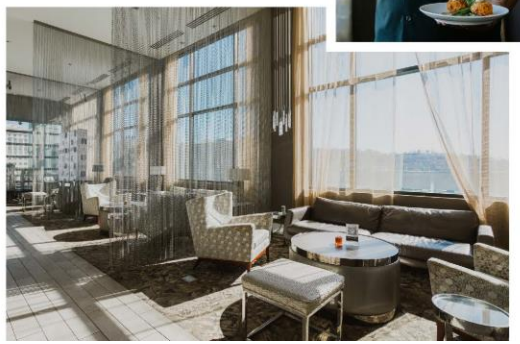
Half a decade later, Gormley took up spoon carving as she healed from a difficult breakup. The woodworker was inspired by a simple wooden spoon, given to her by her grandmother, that could be traced back several generations. Rooted in sentiment, it was a craft to which she quickly felt connected. "It makes so much sense to me," she explains, though she didn't immediately identify as an artist. "At first, joining a maker community felt intimidating," she says. But she soon learned that many of Asheville's artists are grounded in heritage, and, for many, "it's not so much about being one type of artist—it's a lifestyle. And it's so open and accepting." Today her line encompasses a range of carefully carved serve-ware, as well as pieces cast with dried florals.

With Spoon + Hook (a runner-up in *Garden & Gun*'s 2021 Made in the South Awards), Gormley marries practicality and aesthetics, though the business is also focused on sustainability. Most of the wood Gormley uses is scrap from salvage or lumber yards. "There is no piece that's too small to work with," she says. To avoid mineral oil, which is derived from petroleum, Gormley finishes her pieces with beeswax from Honey & the Hive in Weaverville and walnut oil from Asheville Nuttery. Her products are then packaged in recyclable materials. With each considered step, Gormley aims to make the sort of pieces that will become family treasures. "I always hope that someone can hold a piece and feel that it's perfectly imperfect," she says.

Despite differences in their crafts, both Gaines and Gormley draw from traditions of the past while looking to the future—a perspective that's vital to Asheville's creative community. Like so many of the city's makers, the two are adding something new to the story of this place, one spoonful at a time.

For more ways to experience the city's artistry, visit ***ExploreAsheville.com***







An Artist's View of Asheville

Where do hardworking creatives go to play? Western North Carolina serves up a heady array of opportunities to imbibe, indulge, and explore

Quick Bites

"I always rave about **the Vault**," Gaines says of **Rankin Vault Cocktail Lounge**. Gormley likes **Contrada**, opened by chef Brian Canipelli: "It feels like you're in Italy for a second. It's sweet, fast, and always consistent."

Dinner

"I'm a diehard for **Nine Mile**," Gormley says of the Caribbean-inspired restaurant with three Asheville locations. She's also quick to name **Foreatry Camp** and its Appalachian-influenced menu. Gaines recommends **the Bull and Beggar** and **the Admiral**.

Drinks

Leo's House of Thirst has an enviable wine list (as well as a excellent zero-proof sips). "They've created such a special place," Gormley says. She also recommends **Burial Beer Co.**, where her husband, Tim Gormley, is the head brewer and a co-owner. For drinks, Gaines enjoys **the Times Bar** in the historic S&W Cafeteria.

Shopping

Gormley snags vintage pieces and locally made creations at **Atomic Furnishing & Design** (where she's also a vendor). She also loves Harvest Records, where, "for music fans, which hopefully is everybody, you can't go wrong." Gaines shops for culinary ingredients at **Mother Ocean Seafood Market**, as well as East Asheville's **Foreign Affairs Oriental Market**. "I'm like a kid at Toys'R'Us t here," he says, laughing.

Live Music

Gormley seeks out intimate spaces such as **the Grey Eagle** but also enjoys Asheville's all-outdoor venue **Rabbit Rabbit**. Gaines heads to **Asheville Music Hall** for its popular Funk Jam and cocktail bar **Imperial** for its DJ sets.

Outdoors

Gaines likes to hike around **Graveyard Fields** and takes his family to **Lake Powhatan Recreation Area & Campground** for fishing. Gormley's favorite hiking spot is **Max Patch**, which she says "feels like church."





Year-long partnership includes relocating the Made in the South awards from Charleston to Asheville in November 2022



EXPLORE ASHEVILLE'S STRATEGIC IMPERATIVES

Explore ASHEVILLE

Pack Square Visioning Update

Presented by

Katherine Calhoun Cutshall

Libraries, Special Collections

June 21, 2022

Project Overview

June 2020 – May 2022

- ✓ June 2020, BOCC passed a joint resolution with the City of Asheville. The resolution considered three Confederate Monuments (Vance, 60th NC, and Robert E. Lee). BOCC voted to remove the one marker in its jurisdiction. (60th North Carolina, previously located outside the courthouse).

- ✓ As part of the resolution, BOCC agreed to forming a jointly appointed task force with COA to consider the future of the Vance Monument.

- ✓ November 2020, Members of the jointly appointed task force voted to recommend that the City and County move forward with the removal of the Vance Monument. BOCC approved this recommendation at their meeting on December 7, 2020.

- ✓ April 2021, BOCC voted to authorize the County Manager to enter into a cost-share agreement with the City of Asheville up to $35k to fund the development of securing a consultant to facilitate a community visioning process.

Project Overview, Contd.

- ✓ Action was stalled as the City of Asheville manages legal issues around the removal of the monument. In the meantime, County staff began working with City of Asheville staff on and RFP to seek qualified candidates to lead the revisioning process. The RFP was posted January 18, 2022, and received three responses.
- ✓ An inter-organizational team of 12 members of Buncombe County and City of Asheville staff assisted in the selection of the **McAdams** firm as the top-ranked applicant.
- ✓ McAdams has designated $15,000 in their budget to sub-contract with local organizations and/or individuals

Collaborative Engagement

Public Art and Culture Commission

Art in the Heart Public Art Program

Buncombe County Special Collections

Archives and Research

Morehead-Cain Scholars

Buncombe Community Engagement – Connecting to Neighborhoods

McAdams

Project management, visioning document

COA and Buncombe County Staff

Support and Guidance for Project Team

Community Stakeholders

YMI, CAYLA Students, Business Owners, etc.

Next Steps & Timeline

- ✓ At the **June 14, 2022** City Council meeting, council members approved entering a contract with McAdams.
- ✓ **Mid-July** -McAdams will begin work with City and County staff and other community stakeholders to develop a communication and engagement plan.
- ✓ **August-** Community listening sessions begin
- ✓ **September**- McAdams will complete a site analysis and inventory of the project area (including corridor to “The Block)
- ✓ **October-January** Community engagement and feedback sessions on draft visioning document
- ✓ **March 2023 -** Community visioning document presented to BOCC and City Council for final approval.

Discussion

Buncombe County Board of Commissioners
Request for Board Action
Meeting Date: 6/21/2022

Old Business

Department: Strategy & Innovation

Presenter(s): Rafael Baptista, Strategy & Innovation Director

Contact(s): Rafael Baptista, Strategy & Innovation Director

Subject: Continuation of 911 Center Crisis Pay

Brief Summary: To address staffing challenges in the 911 Center, the County has been utilizing multiple strategies to fill as many vacant shifts as possible. One of the strategies that the County has been using is to pay staff double time for any overtime shifts to encourage staff to pick up additional shifts. This strategy was approved by the Board of County Commissioners and expires at the end of this fiscal year, June 30, 2022. Staffing challenges remain at the 911 Center with 50% of the positions assigned to support City of Asheville dispatch needs, vacant.

The proposed action is to extend that strategy through September 30th, 2022.

Overtime cost will be covered with unused salary due to the vacant positions.

Recommended Motion & Requested Action: Extend double-time pay for overtime shifts worked by 911 communications staff through September 30th, 2022.

County Manager's Comments & Recommendation: Recommends approval.

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department:
Budget

Presenter(s):
John Hudson

Contact(s): Avril Pinder, County Manager
John Hudson, Budget Director

Subject: FY2023 Budget Adoption

Brief Summary:
County Manager Avril Pinder presented the recommended FY2023 budget to the Board of Commissioners on May 19, 2022. On June 7, 2022, the Board held a public hearing and received public comment on the recommended FY2023 budget.

The recommended FY2023 General Fund budget is balanced, totaling $399,377,222 in revenues and expenditures. The budget establishes a Buncombe County property tax rate of 48.8¢ per $100 of assessed valuation, which is the same rate for FY2022.

The budget ordinance creates 60 new positions in the General Fund and 3 new positiosn in the Solid Waste Enterprise Fund, bringing the authorized headcount to 1,802.

Recommended Motion & Requested Action:
Adopt the two FY2023 budget ordinances:

1. Annual fund ordinance
2. Capital project funds ordinance

County Manager's Comments & Recommendation:
County Manager recommends as presented

BUNCOMBE COUNTY
BUDGET ORDINANCE
FISCAL YEAR 2022 – 2023

BE IT ORDAINED by the Board of County Commissioners of Buncombe County, North Carolina this the 21st day of June, 2022:

Section 1: The following amounts are hereby appropriated and revenues estimated to be available in the General Fund for the operation of the County government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

APPROPRIATION	
General Government	$ 67,814,126
Public Safety	82,592,325
Human Services	91,644,505
Economic & Physical Development	8,827,753
Culture & Recreation	9,879,778
Education	109,226,848
Debt Service	19,066,043
Transfers to Other Funds	9,084,190
Total Appropriation	**$ 398,135,568**

REVENUE	
Ad Valorem Taxes	$ 240,309,247
Sales Tax	47,527,393
Other Taxes and Licenses	11,018,000
Intergovernmental	45,771,676
Permits and Fees	5,210,000
Sales and Services	17,858,468
Other	2,155,804
Transfers from Other Funds	12,434,241
Appropriated Fund Balance	15,850,739
Total Appropriation	**$ 398,135,568**

Section 2: The General Fund includes an appropriation of $80,000 for School Community Impact Capital Projects, as outlined in Exhibit A, separate from the Local Current Expense appropriation. The School Community Impact Funding Plan lists all eligible capital expenditures for the fiscal year beginning July 1, 2022 and ending June 30, 2023. These funds are to be received in the Capital Outlay Fund of each local school unit.

Section 3: The following is hereby appropriated and revenues estimated to be available for the indicated funds for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

FUND	APPROPRIATION	REVENUE
Occupancy Tax Special Revenue Fund:		
Economic & Physical Development	**$ 46,000,000**	
Other Taxes & Licenses		**$ 46,000,000**
911 Special Revenue Fund:		
Public Safety	**$ 1,288,426**	
Intergovernmental		$ 660,801
Appropriated Fund Balance		627,625
		$ 1,288,426
ROD Automation Special Revenue Fund:		
General Government	**$ 148,646**	
Permits & Fees		$ 148,596
Other		50
		$ 148,646
ROD Trust Fund:		
General Government	**$ 400,000**	
Permits & Fees		**$ 400,000**
Tax Reappraisal Fund:		
General Government	**$ 531,913**	
Transfers from Other Funds		$ 435,000
Appropriated Fund Balance		96,913
		$ 531,913
Mountain Mobility Special Revenue Fund:		
Human Services	**$ 4,817,803**	
Intergovernmental		$ 3,100,945
Other		8,869
Transfers from Other Funds		1,707,989
		$ 4,817,803
PDF Woodfin Special Revenue Fund:		
Economic & Physical Development	**$ 813,450**	
Ad Valorem		**$ 813,450**

FUND	APPROPRIATION	REVENUE
Forfeitures Fund:		
Public Safety	**$ 230,000**	
State Forfeiture		40,000
Appropriated Fund Balance		180,000
		$ 230,000
School Fines & Forfeitures Fund:		
Education	**$ 2,000,000**	
Other		**$ 2,000,000**
Representative Payee Fund:		
Human Services	**$ 600,000**	
Intergovernmental		**$ 600,000**
Solid Waste Enterprise Fund:		
Enterprises – Landfill	**$ 13,280,413**	
Community Waste Reduction & Recycling Grant		$ 28,280
Other Taxes & Licenses		615,013
Permits & Fees		6,400
Sales & Services		10,909,914
Other		95,000
Appropriated Fund Balance		1,625,806
		$ 13,280,413
Inmate Commissary and Welfare Fund:		
Enterprises – Public Safety	**$ 445,965**	
Sales & Services		$ 360,044
Appropriated Fund Balance		85,921
		$ 445,965
Health, Employment, Property & Casualty Insurance Internal Service Fund:		
Enterprises – Health, Employment, Property & Casualty Insurance	**$ 41,075,693**	
Sales & Services		$ 37,463,390
Appropriated Fund Balance		3,612,303
		$ 41,075,693

Section 4: The following is hereby appropriated and revenues estimated to be available for the Fire & Service Districts Special Revenue Fund, which includes the Asheville City Schools Supplemental Taxing District, for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

FUND	APPROPRIATION	REVENUE
Fire & Service Districts Special Revenue Fund:		
Public Safety	$ 46,814,144	
Education	17,250,000	
	$ 64,064,144	
Ad Valorem		$ 45,121,119
Sales Tax		18,943,025
		$ 64,064,144

Section 5: ***Tax Levy – Fire Protection & Ambulance and Rescue Service Districts***

The following tax rates are levied, for fiscal year 2022-2023, for the listed Fire Protection & Ambulance and Rescue Service Districts per $100 of assessed, taxable valuation pursuant to Article 16 of NCGS Chapter 153A:

District	FY2022 Tax Rate	FY2023 Request	FY2023 Adopted
Asheville Special	8.36	8.36	8.36
Asheville Suburban	8.97	8.97	8.97
Barnardsville	20.00	22.00	22.00
Broad River	16.00	16.00	16.00
East Buncombe	10.69	10.69	10.69
Enka-Candler	10.50	10.50	10.50
Fairview	14.50	14.50	14.50
French Broad	17.20	17.20	17.20
Garren Creek	13.84	13.84	13.84
Jupiter	10.75	10.75	10.75
Leicester	14.03	14.03	14.03
North Buncombe	10.77	10.77	10.77
Reems Creek	15.07	15.07	15.07
Reynolds	11.24	11.24	11.24
Riceville	14.60	14.60	14.60
Skyland	9.80	10.30	9.80
Swannanoa	14.00	14.00	14.00
Upper Hominy	16.56	16.56	16.56
West Buncombe	13.50	13.50	13.50
Woodfin	10.59	10.59	10.59

Section 6: In accordance with NCGS §115C-429(b), a portion of the fiscal year 2022-2023 Early Childhood Education Funding in the General Fund appropriation, not a part of the Local Current Expense Fund appropriation, is appropriated to Buncombe County Schools' Capital Outlay Fund in the amount of $792,657 for the Emma Elementary School – Increasing Access to High-Quality Early Care and Education project, and $207,061 for supplemental funding to Career and Technical Education preschool classrooms to support personnel costs at Erwin, North Buncombe, Reynolds and Roberson High Schools.

Section 7: ***Tax Levy – County and Asheville Local Tax School District***

A tax rate of 48.8 cents per $100 of assessed valuation is hereby levied for fiscal year 2022-2023, all of which is levied in the General Fund. This rate is based on an estimated total assessed, taxable property value of $49.2 billion, and an estimated collection rate of 99.65 percent. Current Year Ad Valorem Tax Revenue is estimated to be $225,737,198.

The tax rate of 10.62 cents per $100 of assessed, taxable valuation is hereby levied for fiscal year 2022-2023 for the Asheville Local Tax School District.

Section 8: Compensation for the Chairman, Vice-Chairman, and Commissioners will be $37,650, $32,548, and $28,916 respectively. Travel for official activities will be reimbursed under the same plan used for county employees.

Commissioners are eligible to participate in all County sponsored health and life insurance plans as well as the ability to purchase any other ancillary benefit plan on the same basis as all full-time employees. Contributions of eight percent of Commission members' compensation will be made to members' 457 Plans. A complete outline of eligible benefits can be found in the Benefits Policy.

Section 9: Subject to the procedures set forth in the Procurement Manual as it relates to Procurement Policy and Contracts as well as to a pre-audit certificate thereon by the Finance Director, if applicable, and approval as to form and legality by County Legal Services, the County Manager and the Clerk to the Board are hereby authorized to sign all contracts where money has been appropriated in this fiscal budget, to execute contracts as well as the necessary documents and agreements and any amendments thereto which are not required to be bid, and those contracts needed to properly document budgeted appropriations, on behalf of Buncombe County within funds included in the Budget Ordinance. The County Manager shall further be authorized to reject any and/or all bids received if it is in the best interest of the County. The County Manager is authorized to transfer appropriations between functional areas within a fund up to $75,000 per expenditure; however, any revisions that alter total expenditures of any fund must be approved by the Governing Board.

Section 10: The fiscal year 2022-2023 Fee Schedule and Health and Human Services Billing Guide for Buncombe County is hereby approved effective July 1, 2022.

Section 11: The position classification and pay plan listed in Exhibit B are hereby approved effective July 1, 2022. This fiscal year 2022-2023 position classification and pay plan includes sixty (60) new positions approved in the General Fund, three (3) new positions approved in the Solid Waste Fund.

General Fund

One (1) 911 Telecomm. Supervisor
Four (4) Telecommunicator I's
One (1) Soil Conservationist I
One (1) Administrative Coordinator I
Two (2) Equity & Inclusion Specialists
One (1) Program Manager I
One (1) Income Maint. Caseworker II
One (1) Admin Support Associate IV
One (1) Social Worker III
Four (4) Program Coordinators
One (1) Asst. Fire Marshal
Three (3) Community Paramedics
One (1) Emergency Mgmt. Specialist
One (1) EMS Quality Assur. Officer
Five (5) EMT Paramedics
One (1) Procurement Specialist II
One (1) Project Manager
One (1) Employee Engagement Lead
One (1) HR Technician II
One (1) HRIS Analyst
One (1) Recruiter
One (1) ID Technician III
One (1) Radio Systems Analyst I
One (1) Radio Systems Analyst II
One (1) Senior Attorney I
One (1) Cataloger
One (1) Librarian II
One (1) Library Specialist
One (1) Code Enforcement Officer I
One (1) Planner II
Two (2) Planner III's
One (1) Stormwater Technician
One (1) Information & Comm. Specialist I
One (1) Information & Comm. Specialist II
One (1) Website Administrator III
One (1) Environmental Health Specialist I
One (1) Quality Assurance Manager
One (1) Park Ranger II
One (1) Recreation Program Assistant
One (1) Deputy
One (1) Detective
One (1) Forensic Services Technician I
One (1) Grants Administrator
One (1) Grants Manager
One (1) Sustainability Project Manager
One (1) Property Appraiser II

Solid Waste Fund

One (1) Environmental Enforcement Specialist
One (1) Heavy Equipment Operator
One (1) Maintenance Technician I

The authorized headcount by fund beginning July 1, 2022 is presented below:

General Fund	1,718
Enterprise Funds	42
Internal Service Fund	4
Grants Fund	38
Total All Funds	**1,802**

Section 12: Copies of this Budget Ordinance will be furnished to the County Manager, Finance Director, Budget Director, Human Resources Director, Clerk of Board of Commissioners, Tax Collector and Tax Assessor for direction in fulfilling the responsibilities of their offices.

Section 13: All ordinances, resolutions, prior directives or parts thereof of the Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.

Adopted this the 21st day of June, 2022.

Attest:

Clerk to the Board

Buncombe County Board of Commissioners:

Brownie Newman, Chairman

Approval as to form:

Attorney

BUNCOMBE COUNTY
ORDINANCE MAKING APPROPRIATIONS TO THE CAPITAL PROJECTS FUNDS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2022

BE IT ORDAINED by the Board of County Commissioners of Buncombe County, North Carolina this the 21st day of June, 2022:

Section 1: The following is hereby appropriated and revenues estimated to be available for the Article 46 Sales Tax Fund for the fiscal year beginning July 1, 2022. This increases the expenses for FY2023 Capital Plan Maintenance, Debt Service, and the interfund transfer for AB Tech while increasing the Article 46 sales tax.

FUND	APPROPRIATION	REVENUE
Article 46 Sales Tax Fund:		
Debt Service	**$** 7,277,499	
Interfund Transfer	5,000,000	
Capital Plan Maintenance	3,673,680	
Total Project Appropriations	**$15,951,179**	
Sales Tax		$15,951,179
Total Revenue		**$15,951,179**

Section 2: The following is hereby appropriated and revenues estimated to be available for the Public School ADM Sales Tax and Lottery Projects Fund for the fiscal year beginning July 1, 2022. This establishes budgets for the receipt and distribution of the share of Article 40 and Article 42 sales tax that is directed by North Carolina to be passed directly to Buncombe County and Asheville City Schools for school capital funding. The source of funding is 30% of ½ cent of Article 40 and 60% of ½ cent of Article 42 sales tax. Funds will be distributed to each local education agency by Average Daily Membership (ADM).

FUND	APPROPRIATION	REVENUE
Public School ADM Sales Tax and Lottery Projects Fund:		
Education	$23,228,572	
Total Project Appropriations	**$23,228,572**	
Sales Tax		$23,228,572
Total Revenue		**$23,228,572**

Section 3: The following is hereby appropriated and revenues estimated to be available for the Public School Capital Needs Fund for the fiscal year beginning July 1, 2022. This establishes budget for the anticipated share of Article 39 sales tax and investment earnings revenue as

well as the expense budget for existing debt service payments on behalf of Buncombe County and Asheville City Schools.

FUND	APPROPRIATION	REVENUE
Public School Capital Needs Fund:		
Debt Service	$19,255,298	
Total Project Appropriations	**$19,255,298**	
Sales Tax		$19,255,298
Total Revenue		**$19,255,298**

Section 4: The following is hereby appropriated and revenues estimated to be available for the Capital Projects Fund for the fiscal year beginning July 1, 2022. This appropriates budget for the projects approved as part of the FY2023 Capital Plan. Through the capital planning process, staff identified $15,260,000 in Debt Service projects and $4,420,549 in projects to be paid from FY2022's general fund contribution. Additionally, up to $2,500,000 will be transferred to the general fund from excess debt proceeds and related investment earnings.

FUND	APPROPRIATION	REVENUE
Capital Projects Fund:		
FY23 Recreation Services Master Plan	$ 200,000	
FY23 Library Renovation & Repair	691,654	
FY23 Electric Vehicle Charging Infrastructure	120,000	
FY23 Facility Assessment - Renovation	4,010,000	
FY23 Solar on Schools and Public Buildings	4,000,000	
FY23 EMS Base Construction	7,250,000	
2015 LOBS Remainder	2,500,000	
FY23 Vehicles (Paid in General Fund)	3,408,895	
Total Project Appropriations	**$22,180,549**	
Bond Proceeds		$17,260,000
Investment Earnings		500,000
Interfund Transfer Revenue		4,420,549
Total Revenue		**$22,180,549**

Section 5: The following is hereby appropriated and revenues estimated to be available for the Special Projects Fund for the fiscal year beginning July 1, 2022. This fund will contain budgets for all multi-year economic development incentive agreements. These budgets will ensure

agreements are properly represented, but they do not guarantee, based on the terms of the agreements, full payout of the incentives.

FUND	APPROPRIATION	REVENUE
Special Projects Fund:		
Economic Incentives	$ 31,802,000	
Affordable Housing Service Program (FY23)	2,311,845	
Future Conservation Easements	750,000	
Total Project Appropriations	**$34,863,845**	
Transfers from Other Funds		$34,863,845
Total Revenue		**$34,863,845**

Section 6: The following is hereby appropriated and revenues estimated to be available for the Solid Waste Capital Projects Fund for the fiscal year beginning July 1, 2022. Through the capital planning process, the Solid Waste department will seek to purchase a service truck, a GPS system for Landfill equipment, replace condensate pumps in Cells 1-5, establish a stormwater ditch, engage in improvements at the Landfill site, and initiate paving at the Transfer Station.

FUND	APPROPRIATION	REVENUE
Solid Waste Capital Projects Fund:		
GPS System for Landfill Equipment	$ 230,000	
Stormwater Ditch Establishment	175,000	
Service Truck	150,000	
Condensate Pump (Replace Cells 1-5)	150,000	
Improvements to Landfill Site	130,000	
Paving for Transfer Station	100,000	
Total Project Appropriations	**$ 935,000**	
Transfers from Other Funds		$935,000
Total Revenue		**$935,000**

Section 7: The following is hereby appropriated and revenues estimated to be available for the Grant Projects Fund for the fiscal year beginning July 1, 2022. Buncombe County acts as a pass-through for state funds to the Methodist Home for Children.

FUND	APPROPRIATION	REVENUE
Grant Projects Fund:		
Methodist Home for Children	900,000	
State Grants		900,000
Total Revenues and Appropriations	**$900,000**	**$900,000**

Section 8: The following is hereby appropriated and revenues estimated to be available for the Opioid Settlement Fund for the fiscal year beginning July 1, 2022. This amount of revenue is prescribed for Buncombe County for FY2023 by the North Carolina Opioid Settlement.

FUND	APPROPRIATION	REVENUE
Opioid Settlement Fund:		
Expenditures	$1,366,663	
Other Revenue: Opioid Settlement Funds		$1,366,663
Total Revenues and Appropriations	**$1,366,663**	**$1,366,663**

Section 9: Copies of this Project Ordinance will be furnished to the County Manager, Finance Director, Budget Director, Human Resources Director, Clerk of Board of Commissioners, Tax Collector and Tax Assessor for direction in fulfilling the responsibilities of their offices.

Adopted this the 21st day of June, 2022 to be effective July 1, 2022.

Attest:

Clerk to the Board

Buncombe County Board of Commissioners:

Brownie Newman, Chairman

Approval as to form:

Attorney

Buncombe County Fee Schedule

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Fiscal Year 2023

July 1, 2022 – June 30, 2023

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Introduction

This fee schedule includes Buncombe County fees for the 2023 Fiscal Year - July 1, 2022 through June 30, 2023.

North Carolina General Statutes
Fees established by North Carolina General Statutes may be included.

WNC Regional Air Quality Agency Fees
Air quality fees are determined by the WNC Regional Air Quality Agency (WNCRAQA) Board per the Interlocal Agreement between Buncombe County and the City of Asheville and may change from year to year. These fees, including definitions and additional details, are included in Chapter 17.0203 of the Agency's regulations, which can be found under *Regulations & Forms* on the website at www.wncairquality.org.

With the exception of the annual Title V tonnage fee, which is determined each year by the Board as part of the budget process, all other fees are adopted into the WNCRAQA Code through the Agency's rule making process, which includes public notice and comment procedures. Chapter 1 of the WNCRAQA Code includes the Interlocal Agreement, the authority under which the program is administered.

Health and Human Services Fees (Clinical Services, Division of Social Services, and Environmental Health Fees)
Per North Carolina General Statute 153A-77(d)(1) the Consolidated Human Services Board has the authority to set fees for departmental services based upon recommendations of the Human Services Director.

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Fee Schedule Changes for FY2023

The following departments are amending fees for FY2023.

A **Countywide** fee of $25 for processing a returned or denied payment is being included in the Fee Schedule. This is an existing fee but has not been listed previously. Per NC General Statue, this fee may not exceed $35.

Public Health Clinical Services Buncombe County Public Health monitors price fluctuations and insurance reimbursement rates throughout the year. The clinic has a mechanism in place that allows the Buncombe County Health Director to make mid-year adjustments. These adjustments occur quarterly and are subject to the Consolidated Human Services Board's approval.

Division of Social Services is increasing the Pre-placement Assessment and Report to Court fee from $450 to $550 to recoup increased costs. This fee is charged for private adoptions.

Elections is implementing a filing fee of $5.00 per candidate for the Asheville City Schools Board of Education seats.

Emergency Services is implementing new inspection fees for its Fire Marshal program:

- Fire Alarm Installation - $100
- Fire Sprinkler/Extinguishment System Installation - $150
- Radio Signal Booster System Review and Inspection - $100
- After Hours/Weekend Inspection of any Type - $80

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Environmental Health is increasing various fees in the Food, Lodging, & Institutions, and Onsite Wastewater & Wells programs to be comparable with surrounding counties and due to an increased amount of time needed to perform inspections/evaluations. The increases range from $20 to $100 per application.

The **Library** is eliminating fees for room rentals for non-profit organizations; book repairs; interlibrary loans; and replacement library cards, CDs, DVDs, audiobook discs, and CD/DVD cases. The library is also reducing fees for replacement of various books/materials. Lastly, the Library is increasing the Collection Agency Fee from $8.95 to $9.85.

Parking Services is including parking fees for all surface lots. Surface lot fees are existing but have not been listed in the Fee Schedule previously.

Permits and Inspections is updating various fee descriptions for clarification purposes, consolidating fees, as well as amending the following fees:

- Commercial Permit Administrative fee increasing from $80 to $100 to align with minimum commercial permitting fees
- Day Care & ABC License Inspection increasing from $80 to $100 to align as a commercial inspection
- Residential Plan Amendments to include an additional $80 Plan Review fee that had not been previously charged
- Residential Garage Attached/Detached fee is dropping square footage variances and becoming a flat fee of $240 + trade fee
- Residential Other Accessory Buildings fee is dropping square footage variance and becoming a flat fee of $100 + trade fee
- Residential Structural Repair fee of $160 is being included. This fee is existing but had not been listed in the Fee Schedule previously

Planning is decreasing an Erosion & Sedimentation Control fee from $400 to $100 to comply with recent changes to State law.

Transportation is eliminating the Mountain Mobility Rural General Public – Single Trip fee.

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Countywide		Returned Payment Fee	Fee to cover costs of processing returned payments of any type (e.g., check, bank draft)	$ 25.00	per returned payment
Agriculture & Land Resources	Cooperative Extension	Plastic Mulch Layer	Daily Use Fee	$ 50.00	per day
Agriculture & Land Resources	Cooperative Extension	Water Wheel Transplanter	Daily Use Fee	$ 40.00	per day
Agriculture & Land Resources	Soil Conservation	No Till Seed Drill	This fee is charged for renting agriculture equipment	$ 10.00	per acre
Agriculture & Land Resources	Soil Conservation	Post Driver	This fee is charged for renting agriculture equipment	$ 50.00	per day
Agriculture & Land Resources	Soil Conservation	Weed Wiper	This fee is charged for renting agriculture equipment	$ 35.00	per day
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 1 to 4.99 MM BTU/hr	Annual Permit Fee	$ 300.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 100 and Greater MM BTU/hr	Annual Permit Fee	$ 800.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 15 to 34.99 MM BTU/hr	Annual Permit Fee	$ 500.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 35 to 74.99 MM BTU/hr	Annual Permit Fee	$ 600.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 5 to 14.99 MM BTU/hr	Annual Permit Fee	$ 400.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Combustion Sources- Boilers & Other Combustion Sources, 75 to 99.99 MM BTU/hr	Annual Permit Fee	$ 700.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Federal Standards- MACT or GACT	Annual Permit Fee	$ 350.00	per year

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Annual Small & Area Source Permit Fees	Federal Standards- NSPS	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Generators	Annual Permit Fee	$ 46.00	per 100 kW/ per year
Air Quality	Annual Small & Area Source Permit Fees	Incinerators- Biological	Annual Permit Fee	$ 400.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Incinerators- Waste	Annual Permit Fee	$ 400.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Miscellaneous Processes - Controlled	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Miscellaneous Processes - Uncontrolled	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Non-Metallic Mineral Processing-Conveyors	Annual Permit Fee	$ 10.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Non-Metallic Mineral Processing-Crushers	Annual Permit Fee	$ 150.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Non-Metallic Mineral Processing-Grinders	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Non-Metallic Mineral Processing-Others	Annual Permit Fee	$ 250.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Non-Metallic Mineral Processing-Screens	Annual Permit Fee	$ 50.00	per year

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Annual Small & Area Source Permit Fees	Other Reciprocating Internal Combustion Engines	Annual Permit Fee	$ 30.00	per 100 HP/ per year
Air Quality	Annual Small & Area Source Permit Fees	Other Sources - Dry Cleaners	Annual Permit Fee	$ 150.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Other Sources - Stage 1	Annual Permit Fee	$ 175.00	< 200,000 gallons dispensed per year
Air Quality	Annual Small & Area Source Permit Fees	Other Sources - Stage 2	Annual Permit Fee	$ 300.00	200,000 - 799,999 gallons dispensed per year
Air Quality	Annual Small & Area Source Permit Fees	Other Sources - Stage 3	Annual Permit Fee	$ 425.00	800,000 - 1,500,000 gallons dispensed per year
Air Quality	Annual Small & Area Source Permit Fees	Other Sources - Stage 4	Annual Permit Fee	$ 550.00	>=1,500,000 gallons dispensed per year
Air Quality	Annual Small & Area Source Permit Fees	Particulate Emission Sources-Controlled	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	Particulate Emission Sources-Uncontrolled	Annual Permit Fee	$ 350.00	per year

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Annual Small & Area Source Permit Fees	Small Source Tonnage Fee	Annual Permit Fee	$ 53.00	per ton
Air Quality	Annual Small & Area Source Permit Fees	VOC Emission Sources - Others	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	VOC Emission Sources - Paint Spray Booths	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	VOC Emission Sources - Printing Operations	Annual Permit Fee	$ 350.00	per year
Air Quality	Annual Small & Area Source Permit Fees	VOC Emission Sources - Solvent Cleansers/Degreasers	Annual Permit Fee	$ 150.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Synthetic Minor - Base Fee	Annual Permit Fee	$ 4,000.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Synthetic Minor - Tonnage Fee	Annual Permit Fee	$ 53.00	per ton
Air Quality	Annual Synthetic Minor and Title V Source Fees	Title V - Base Fee	Annual Permit Fee	$ 10,300.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Title V - Tonnage Fee	Annual Permit Fee	$ 53.00	per ton

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Annual Synthetic Minor and Title V Source Fees	Title V Nonattainment Area Added Fee	Annual Permit Fee	$ 4,120.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Added Medium Complex Facility Fee (3-5 Federal Programs)	Annual Permit Fee	$ 2,575.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Added Highly Complex Facility Fee (6 or more Federal Programs)	Annual Permit Fee	$ 7,725.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	General Title V Air Curtain Incinerator	Annual Permit Fee	10% of otherwise applicable fee	per year
Air Quality	Asbestos	City of Asheville and Buncombe County Demolition and Renovation Permit Review- Commercial	Permit Review	$ 50.00	per structure
Air Quality	Asbestos	City of Asheville and Buncombe County Demolition and Renovation Permit Review- Single Family Structure	Permit Review	$ 25.00	per structure
Air Quality	Asbestos	Commercial Demolition - 40 CFR Part 61 NESHAP $250 plus $0.05 per square footage of building	Application Fees	$250.00 and up	per application
Air Quality	Asbestos	Residential - Demolition	Application Fees	$ 200.00	per application
Air Quality	Asbestos	Renovation - Residential Non-friable $100 plus $0.20 Per Square Foot of Material	Application Fees	$100.00 and up	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Asbestos	Renovation - Residential Friable $200 plus $0.50 Per Square Foot of Material	Application Fees	$200.00 and up	per application
Air Quality	Asbestos	Renovation - Commercial Non-friable asbestos containing material, $150 plus $0.20 per square foot of material	Application Fees	$150.00 and up	per application
Air Quality	Asbestos	Renovation - Commercial Friable asbestos containing material, $200 plus $0.50 per square foot of material	Application Fees	$200.00 and up	per application
Air Quality	Asbestos	Fire Training		$ 500.00	
Air Quality	Asbestos	Buncombe County Manufactured Home Removal Program	Application Fees	$ 100.00	per application
Air Quality	Non Title V Facilities	Initial Application - 112(r) Sources	Application Fees	$ 250.00	per application
Air Quality	Non Title V Facilities	Initial Application - Dry Cleaners	Application Fees	$ 150.00	per application
Air Quality	Non Title V Facilities	Initial Application - Small Sources	Application Fees	$ 300.00	per application
Air Quality	Non Title V Facilities	Initial Application - Stage 1 Sources	Application Fees	$ 200.00	per application
Air Quality	Non Title V Facilities	Initial Application - Synthetic Minor Sources	Application Fees	$ 750.00	per application
Air Quality	Non Title V Facilities	Modifications - Dry Cleaners	Application Fees	$ 100.00	per application
Air Quality	Non Title V Facilities	Modifications - Small Sources	Application Fees	$ 300.00	per application
Air Quality	Non Title V Facilities	Modifications - Stage 1 Sources	Application Fees	$ 200.00	per application
Air Quality	Non Title V Facilities	Modifications - Synthetic Minor Sources	Application Fees	$ 750.00	per application
Air Quality	Non Title V Facilities	Modifications- 112(r) Sources	Application Fees	$ 250.00	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Air Quality	Open Burning	Industrial/Commercial Machine Piled Each Acre or Part Thereof	Application Fees	$ 350.00	per acre
Air Quality	Open Burning	Machine Piled- 0-2 acres	Application Fees	$ 250.00	per acre
Air Quality	Open Burning	Machine Piled- Each Acre or part thereof	Application Fees	$ 350.00	per acre
Air Quality	Open Burning	Residential Hand Piled	Application Fees	No charge	per application
Air Quality	Title V Facilities	17.0300 Permit	Application Fees	$ 1,030.00	per application
Air Quality	Title V Facilities	Initial Application or Major Modification	Application Fees	$ 10,300.00	per application
Air Quality	Title V Facilities	Initial Application or Major Modification (PSD **and** NSR/NAA)	Application Fees	$ 30,899.00	per application
Air Quality	Title V Facilities	Initial Application or Major Modification (PSD **or** NSR/NAA)	Application Fees	$ 15,450.00	per application
Air Quality	Title V Facilities	Minor Modification	Application Fees	$ 3,090.00	per application
Air Quality	Title V Facilities	General Title V Air Curtain Incinerator	Application Fees	10% of otherwise applicable fee	per application
Air Quality		Administrative Change Initiated by Facility	Application Fees	$ 100.00	per application
Air Quality		Limited and Temporary Permit	Application Fees	$ 300.00	per application
Clinical Services	Family Planning	Established patient -- complex visit -- 40 minutes	Office Visit	$ 185.00	per visit
Clinical Services	Family Planning	Established patient -- detailed visit -- 25 minutes	Office Visit	$ 150.00	per visit
Clinical Services	Family Planning	Established patient -- expanded visit -- 15 minutes	Office Visit	$ 113.00	per visit
Clinical Services	Family Planning	Established patient -- limited visit -- 10 minutes	Office Visit	$ 80.00	per visit

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Family Planning	Established patient -- nurse only visit -- 5 minutes	Office Visit	$ 48.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 12 - 17	Office Visit	$ 169.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 18 - 39	Office Visit	$ 176.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 40 - 64	Office Visit	$ 199.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 65+	Office Visit	$ 215.00	per visit
Clinical Services	Family Planning	New patient -- complex visit -- 60 minutes	Office Visit	$ 251.00	per visit
Clinical Services	Family Planning	New patient -- detailed visit -- 30 minutes	Office Visit	$ 160.00	per visit
Clinical Services	Family Planning	New patient -- expanded visit -- 20 minutes	Office Visit	$ 97.00	per visit
Clinical Services	Family Planning	New patient -- moderate visit -- 45 minutes	Office Visit	$ 225.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 12 - 17	Office Visit	$ 169.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 18 - 39	Office Visit	$ 176.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 40 - 64	Office Visit	$ 199.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 65+	Office Visit	$ 215.00	per visit
Clinical Services	Family Planning	Phone established patient visit 11-20 minutes	Office Visit	$ 84.00	per visit
Clinical Services	Family Planning	Phone established patient visit 21-30 minutes	Office Visit	$ 110.00	per visit
Clinical Services	Family Planning	Phone established patient visit 5-10 minutes	Office Visit	$ 46.00	per visit
Clinical Services	Immunization	Diphtheria, Tetanus, and Pertussis Vaccine (DTaP)	Vaccine	$ 55.00	per vaccine

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Immunization	DTaP-Haemophilus influenzae type B-Inactivated Poliovirus	Vaccine	$ 130.00	per vaccine
Clinical Services	Immunization	DTaP-Hepatitis B-Inactivated Poliovirus Vaccine	Vaccine	$ 115.00	per vaccine
Clinical Services	Immunization	DTaP-IPV Vaccine	Vaccine	$ 79.00	per vaccine
Clinical Services	Immunization	Foreign Travel Prescription Fee (per prescription)	Prescription fee	$ 10.00	per vaccine
Clinical Services	Immunization	Foreign Travel Prescription Rewrite Fee (per prescription)	Prescription fee	$ 10.00	per vaccine
Clinical Services	Immunization	Haemophilus influenzae type B (Hib) Vaccine (ActHIB)	Vaccine	$ 39.00	per vaccine
Clinical Services	Immunization	Hepatitis A and Hepatitis B Vaccine, adult	Vaccine	$ 141.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, adult	Vaccine	$ 100.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, pediatric	Vaccine	$ 57.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (2 shot series)	Vaccine	$ 156.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (3 shot series)	Vaccine	$ 87.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, pediatric	Vaccine	$ 48.00	per vaccine
Clinical Services	Immunization	Human Papillomavirus Vaccine, HPV9	Vaccine	$ 295.00	per vaccine
Clinical Services	Immunization	Influenza Quadrivalent Vaccine, inactivated (6 months of age or older)	Vaccine	$ 40.00	per vaccine
Clinical Services	Immunization	Influenza Quadrivalent Vaccine, live (FluMist)	Vaccine	$ 40.00	per vaccine
Clinical Services	Immunization	Influenza Trivalent High-Dose Vaccine, inactivated (65 years of age & older)	Vaccine	$ 71.00	per vaccine
Clinical Services	Immunization	Influenza Trivalent Vaccine, inactivated, egg-free (18 years of age & older)	Vaccine	$ 71.00	per vaccine

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Immunization	International Certificate of Vaccination (WHO card) Replacement Fee	Vaccine verification card	$ 10.00	per vaccine
Clinical Services	Immunization	Japanese Encephalitis Virus Vaccine	Vaccine	$ 340.00	per vaccine
Clinical Services	Immunization	Lifetime Immunization Card Replacement Fee	Vaccine verification card	$ 5.00	per vaccine
Clinical Services	Immunization	Measles, Mumps, and Rubella Virus Vaccine	Vaccine	$ 113.00	per vaccine
Clinical Services	Immunization	Measles, Mumps, Rubella, and Varicella Virus Vaccine	Vaccine	$ 289.00	per vaccine
Clinical Services	Immunization	Meningococcal Group B Vaccine	Vaccine	$ 215.00	per vaccine
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine	Vaccine	$ 166.00	per vaccine
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine (MenQuadfi)	Vaccine	$ 174.00	per vaccine
Clinical Services	Immunization	Pneumococcal 13-Valent Conjugate Vaccine (PCV13)	Vaccine	$ 257.00	per vaccine
Clinical Services	Immunization	Pneumococcal 23-Valent Polysaccharide Vaccine (PPSV23)	Vaccine	$ 148.00	per vaccine
Clinical Services	Immunization	Poliovirus Vaccine, inactivated	Vaccine	$ 59.00	per vaccine
Clinical Services	Immunization	Rabies Vaccine for pre- and post-exposure prophylaxis	Vaccine	$ 412.00	per vaccine
Clinical Services	Immunization	Rotavirus Vaccine	Vaccine	$ 119.00	per vaccine
Clinical Services	Immunization	Tetanus and Diphtheria Toxoids	Vaccine	$ 59.00	per vaccine
Clinical Services	Immunization	Tetanus, Diphtheria, and Pertussis Vaccine	Vaccine	$ 71.00	per vaccine
Clinical Services	Immunization	Typhoid VI Polysaccharide Vaccine	Vaccine	$ 109.00	per vaccine
Clinical Services	Immunization	Varicella (chickenpox) Virus Vaccine	Vaccine	$ 184.00	per vaccine
Clinical Services	Immunization	Yellow Fever Vaccine	Vaccine	$ 150.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, live	Vaccine	$ 251.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, recombinant	Vaccine	$ 197.00	per vaccine

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Immunization	Vaccine Admin fee, 1st shot	Admin Fee	$ 21.00	per vaccine
Clinical Services	Immunization	Vaccine Admin fee, 2 or more shots	Admin Fee	$ 21.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 3rd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Pfizer 5-11 year old 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Pfizer 5-11 year old 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 3rd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	50 mcg Moderna vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Johnson & Johnson COVID Admin Fee	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	In-home COVID vaccine admin	COVID Admin Fee	$ 75.00	per vaccine
Clinical Services	Laboratory	Basic Metabolic Panel	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Cervical Cancer Screening (Pap test +/- HPV testing)	Lab test	$ 48.00	per test
Clinical Services	Laboratory	COVID Test	Lab test	$ 100.00	per test
Clinical Services	Laboratory	Fingerstick	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Glucose Blood Test	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Gonorrhea Culture	Lab test	$ 15.00	per test
Clinical Services	Laboratory	Hemoglobin A1c Test	Lab test	$ 13.00	per test
Clinical Services	Laboratory	HIV Confirmatory Test - PrEP Only	Lab test	$ 42.00	per test
Clinical Services	Laboratory	HIV Test - PrEP Only	Lab test	$ 6.00	per test
Clinical Services	Laboratory	Lipid Panel	Lab test	$ 26.00	per test
Clinical Services	Laboratory	RPR Titer Quantitative	Lab test	$ 20.00	per test
Clinical Services	Laboratory	T-SPOT (blood test for tuberculosis)	Lab test	$ 80.00	per test
Clinical Services	Laboratory	Tuberculosis (TB) Skin Test (PPD)	Lab test	$ 28.00	per test
Clinical Services	Laboratory	Urethral Gram Stain	Lab test	$ 20.00	per test
Clinical Services	Laboratory	Urine Pregnancy Test	Lab test	$ 15.00	per test
Clinical Services	Laboratory	Venipuncture	Lab test	$ 10.00	per test

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Laboratory	Wet Prep	Lab test	$ 21.00	per test
Clinical Services	Methods and Treatments	Birth Control Pills		$2.52-$7.56	
Clinical Services	Methods and Treatments	Depo-Provera (intramuscular)		$ 87.00	per dose
Clinical Services	Methods and Treatments	Depo-Provera (intramuscular) - U*	*340B pricing for un/underinsured	$ 5.41	per unit
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous)		$ 60.32	per dose
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous) - U*	*340B pricing for un/underinsured	$ 18.17	per unit
Clinical Services	Methods and Treatments	Diaphragm		$ 69.80	per diaphragm
Clinical Services	Methods and Treatments	Diaphragm fitting fee		$ 60.00	per diaphragm
Clinical Services	Methods and Treatments	Emergency contraceptive pill		$ 8.95	per treatment
Clinical Services	Methods and Treatments	Genital Wart -- Initial Treatment		No charge	per treatment
Clinical Services	Methods and Treatments	Genital Wart -- Subsequent Treatments		$ 10.00	per treatment
Clinical Services	Methods and Treatments	Genital Wart - Cryotherapy Treatment		$ 10.00	per treatment
Clinical Services	Methods and Treatments	IUD - Kyleena		$ 985.00	per unit
Clinical Services	Methods and Treatments	IUD - Kyleena - U*	*340B pricing for un/underinsured	$ 573.99	per unit
Clinical Services	Methods and Treatments	IUD - Liletta		$ 775.00	per unit
Clinical Services	Methods and Treatments	IUD - Liletta - U*	*340B pricing for un/underinsured	$ 93.19	per unit
Clinical Services	Methods and Treatments	IUD - Mirena		$ 973.00	per unit

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Methods and Treatments	IUD - Mirena - U*	*340B pricing for un/underinsured	$ 307.99	per unit
Clinical Services	Methods and Treatments	IUD - Paragard		$ 903.00	per unit
Clinical Services	Methods and Treatments	IUD - Paragard - U*	*340B pricing for un/underinsured	$ 247.16	per unit
Clinical Services	Methods and Treatments	IUD - Skyla		$ 887.00	per unit
Clinical Services	Methods and Treatments	IUD - Skyla - U*	*340B pricing for un/underinsured	$ 465.02	per unit
Clinical Services	Methods and Treatments	IUD Insertion		$ 150.00	per procedure
Clinical Services	Methods and Treatments	IUD Removal		$ 98.00	per procedure
Clinical Services	Methods and Treatments	Molluscum Treatment		$ 10.00	per treatment
Clinical Services	Methods and Treatments	Nexplanon		$ 1,000.00	per unit
Clinical Services	Methods and Treatments	Nexplanon - U*	*340B pricing for un/underinsured	$ 399.00	per unit
Clinical Services	Methods and Treatments	Nexplanon Insertion		$ 102.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal		$ 118.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal and Insertion		$ 183.00	per procedure
Clinical Services	Methods and Treatments	Nuvaring		$ 170.00	per ring
Clinical Services	Methods and Treatments	NuvaRing - U*	*340B pricing for un/underinsured	$ 0.01	per ring
Clinical Services	Methods and Treatments	Spermicide		$ 8.72	per dose
Clinical Services	Refugee Health	Change of Status Paperwork	Change of Status Paperwork	$ 30.00	per request

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Detention Center		Sick visit	This fee is charged to all non-indigent inmates that request a medical visit	$ 10.00	per new visit
Division of Social Services	Social Work	Pre-placement Assessment and Report to Court	These fees are charged for private adoptions. We provide this service to the community.	$ 550.00	per Assessment and Report
Division of Social Services	Social Work	Report to Court (1808)	These fees are charged for private adoptions. We provide this service to the community.	$ 200.00	per Report
Elections		Asheville City Council	Filing fee	$ 75.00	per candidate
Elections		Asheville City Mayor	Filing fee	$ 100.00	per candidate
Elections		Biltmore Forest Commissioner	Filing fee	$ 5.00	per candidate
Elections		Biltmore Forest Mayor	Filing fee	$ 5.00	per candidate
Elections		Black Mountain Alderman	Filing fee	$ 5.00	per candidate
Elections		Black Mountain Mayor	Filing fee	$ 5.00	per candidate
Elections		Buncombe County Board of Education	Filing fee	$ 5.00	per candidate
Elections		Buncombe County Chairman	Filing fee	1% of annual salary per NCGS	per candidate
Elections		Buncombe County Commissioner	Filing fee	1% of annual salary per NCGS	per candidate
Elections		Buncombe County Register of Deeds	Filing fee	1% of annual salary per NCGS	per candidate

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Elections		Buncombe County Sheriff	Filing fee	1% of annual salary per NCGS	per candidate
Elections		Clerk of Court	Filing fee	1% of annual salary per NCGS	per candidate
Elections		Data request	Fee is collected when data requests are printed ($5 minimum).	$ 0.05	per page
Elections		Data request	Fee is collected for data requests delivered on a flash drive.	$ 5.00	per flash drive
Elections		Data request	Fee is collected for statistics request are printed.	$ 0.25	per page
Elections		Data request	Fee is collected for each sheet/page of mailing labels.	$ 0.35	per page
Elections		Data request	Collected for special requests that require additional data processing.	$ 25.00	per data request
Elections		Map	This fee is collected for creating at printing 8.5" X 11" sized map.	$ 4.00	per map
Elections		Map	This fee is collected for creating at printing 17" X 22" sized map.	$ 12.00	per map
Elections		Map	This fee is collected for creating at printing 22" X 34" sized map.	$ 15.00	per map
Elections		Map	This fee is collected for creating at printing 34" X 44" sized map.	$ 25.00	per map
Elections		Map Special Requests	Collected for special requests that require additional data processing.	$ 25.00	per map request
Elections		Asheville City Schools Board of Education	Filing fee	$ 5.00	per candidate
Elections		Montreat Commissioner	Filing fee	$ 5.00	per candidate
Elections		Montreat Mayor	Filing fee	$ 5.00	per candidate

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Elections		NC House of Representatives	Filing fee	$ 140.00	per candidate
Elections		NC Senate	Filing fee	$ 140.00	per candidate
Elections		Soil and Water Conservation	Filing fee	$ 5.00	per candidate
Elections		Weaverville Mayor	Filing fee	$ 20.00	per candidate
Elections		Weaverville Town Council	Filing fee	$ 20.00	per candidate
Elections		Woodfin Alderman	Filing fee	$ 5.00	per candidate
Elections		Woodfin Mayor	Filing fee	$ 10.00	per candidate
Elections		Woodfin Water and Sewer	Filing fee	$ 5.00	per candidate
Emergency Services	Emergency Management (Fire Marshal)	Fire Alarm Installation	new commercial and multi-family residential buildings	$ 100.00	per event
Emergency Services	Emergency Management (Fire Marshal)	Fire Sprinkler/Extinguishment System Installation	Sprinklers are required in certain new commercial buildings, building remodels and types of businesses, including multi-family residential	$ 150.00	per event
Emergency Services	Emergency Management (Fire Marshal)	Radio Signal Booster System Review and Inspection	Radio Signal Booster for Emergency Service Communications	$ 100.00	per event
Emergency Services	Emergency Management (Fire Marshal)	After Hours/Weekend Inspection of any Type		$ 80.00	per event
Emergency Services	Emergency Management (Fire Marshal)	Fire Marshal Site Time	Time a Fire Marshal is required to be on-site before, during and after a fireworks event	$ 50.00	per hour (2 hour minimum)

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Emergency Services	Emergency Management (Fire Marshal)	Fireworks Permit	Permit for use of outdoor fireworks as required by 105.6.14 - rate charged for permits 1 -5 in any given year	$ 100.00	per event
Emergency Services	Emergency Management (Fire Marshal)	Fireworks Permit	Permit for use of outdoor fireworks as required by 105.6.14 - rate charged for permits 6 and above in any given year	$ 500.00	per event
Emergency Services	Emergency Medical Service (EMS)	ALS 2	Advanced Life Support Emergency Level 2	$ 1,237.64	per call
Emergency Services	Emergency Medical Service (EMS)	ALS Emergency	Advanced Life Support Emergency	$ 855.10	per call
Emergency Services	Emergency Medical Service (EMS)	ALS Non-Emergency	Advanced Life Support Non-Emergency	$ 540.06	per call
Emergency Services	Emergency Medical Service (EMS)	BLS Emergency	Basic Life Support Emergency	$ 720.08	per call
Emergency Services	Emergency Medical Service (EMS)	BLS Non-Emergency	Basic Life Support Non-Emergency	$ 450.06	per call
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by ALS Bike Team and 2 person crew	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 125.00	per hour
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by ALS -EMS Personnel	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 50.00	per hour
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by ALS Transport Unit and 2 person crew	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 200.00	per hour
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by EMS Coordinator (required for complex events)	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 75.00	per hour

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by Medical Aid Station and 2 person crew	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 125.00	per hour
Emergency Services	Emergency Medical Service (EMS)	EMS Stand-by UTV with transport and 2 person crew	Fee charged when EMS requested to stand-by for a special event (ex. marathon)	$ 125.00	per hour
Emergency Services	Emergency Medical Service (EMS)	Mileage	Distance traveled from call origin to hospital	$ 15.24	per mile
Emergency Services	Emergency Medical Service (EMS)	Specialty Care Transport		$ 1,462.66	per call
Emergency Services	Emergency Medical Service (EMS)	Treatment No Transport	Treatment rendered by EMS Staff with no transport to hospital	$ 375.00	per call
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review (existing greater than 500 sq. ft)	These fees are charged for food service plan review and evaluation	$ 150.00	per application
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review (new)	These fees are charged for food service plan review and evaluation	$ 250.00	per application
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review Renovation/Addition (less than 500 sq. ft)	These fees are charged for food service plan review and evaluation	$ 100.00	per application
Environmental Health	Food, Lodging, & Institutions	In Service Day Care class	This fee is associated with offering continuing education training to child care employees/operators.	$ 40.00	Per application
Environmental Health	Food, Lodging, & Institutions	Limited Food Establishment Permit	These fees are charged for food service plan review and evaluation	$ 75.00	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Food, Lodging, & Institutions	Mobile Food Unit Plan Review	These fees are charged for food service plan review and evaluation	$ 175.00	per application
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Permit, annual	These fees are charged to permit public swimming pools	$ 250.00	per application
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Permit, seasonal	These fees are charged to permit public swimming pools	$ 200.00	per application
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Plan Review (per body of water)	These fees are charged to permit public swimming pools	$ 300.00	per application
Environmental Health	Food, Lodging, & Institutions	Re-Visit Fee (Public swimming pools, if unable to permit)	This fee is charged when a public swimming pool is not adequately prepared for a permitting visit	$ 75.00	per additional visit
Environmental Health	Food, Lodging, & Institutions	Serve Safe Food Certification classes	This fee is associated with offering the ServeSafe Food Certification class	$ 200.00	per application
Environmental Health	Food, Lodging, & Institutions	Tattoo Parlor Permit, annual	This fee is charged to permit a tattoo artist	$ 175.00	per application
Environmental Health	Food, Lodging, & Institutions	Temporary Food Establishment Permit	These fees are set by NC General Statute and charged for food vendors associated with temporary events/festivals	$ 75.00	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Food, Lodging, & Institutions	Temporary Tattoo* or Guest Tattoo Artist Permit **	This fee is charged to permit a tattoo artist associated with a temporary tattoo event **OR** a tattoo artist who is a guests tattooer in a permitted tattoo establishment.* A temporary tattoo permit is a permit issued to a tattoo artist at an organized tattooing event not to exceed 7 days. The organized tattoo event must have a minimum of 15 tattoo artists and at a minimum meet the requirements of NCGS 130A-283 and Rules Governing Tattooing 15A NCAC 18A. 3200. **A guest artist is a tattoo artist that has a tattoo permit issued by another county or state and operates out of an existing permitted Buncombe County tattoo establishment for a period not to exceed a total of 90 days per calendar year.	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Construction Authorization, Improvement & Operation Permits - commerical & industrial - First 500 gallons	These fees are charged for septic permits	$ 525.00	per application
Environmental Health	Onsite Wastewater & Wells	Construction Authorization, Improvement & Operation Permits - commerical & industrial - For each additional 500 gal (round to nearest 500 gal), add:	These fees are charged for septic permits	$ 250.00	per application
Environmental Health	Onsite Wastewater & Wells	Revisit fee (site not ready)	These fees are charged when a site is not adequately prepared for an evaluation	$ 75.00	per additional visit

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct (w/ existing improvement permit) includes operations permit	These fees are charged for septic permits	$ 350.00	per application
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct (w/o existing improvement permit) includes operations permit	These fees are charged for septic permits	$ 550.00	per application
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct Revision/Expansion	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Bacterial + Chemical Analysis Site Visit	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Bacterial Analysis Well Site Visit	These fees are charged for water samples	$ 75.00	per application
Environmental Health	Onsite Wastewater & Wells	Resample if Positive		No charge	Initial resample only
Environmental Health	Onsite Wastewater & Wells	Chemical Panel	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Chemical Panel w/ Nitrate/Nitrites	These fees are charged for water samples	$ 125.00	per application
Environmental Health	Onsite Wastewater & Wells	Existing System Inspection	These fees are charged for septic permits	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Herbicides	These fees are charged for water samples	$ 100.00	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Improvement Permit-Residential, Commercial, & Industrial - First 500 Gallons	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Improvement Permit-Residential, Commercial, & Industrial - For each additional 500 gallons (round to the nearest 500 gallons)	These fees are charged for septic permits	$ 250.00	per application
Environmental Health	Onsite Wastewater & Wells	Improvement Permit revision	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Nitrate/Nitrites	These fees are charged for water samples	$ 50.00	per application
Environmental Health	Onsite Wastewater & Wells	Pesticides	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Petroleum	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Septic system repair	These fees are charged for septic permits	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Volatile Organic Compounds (VOCs)	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Water Sample - no site visit (Self-Collect)	These fees are charged for water samples	$ 50.00	per application

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Well Permit Fee	These fees are charged for well permits	$ 350.00	per application
Identification Bureau		Concealed Handgun Permit (CHP)-NEW*	* Online applications for Concealed Handgun and Pistol Purchase permits will be charged a Vendor/Credit Card convenience fee + tax. The County does not profit from these fees but rather offers the online service as a convenience to the public	$ 90.00	per permit
Identification Bureau		Concealed Handgun Permit (CHP)-RENEWAL*	* Online applications for Concealed Handgun and Pistol Purchase permits will be charged a Vendor/Credit Card convenience fee + tax. The County does not profit from these fees but rather offers the online service as a convenience to the public	$ 75.00	per permit
Identification Bureau		Concealed Handgun Permit (CHP)-Retired NC LEO*	* Online applications for Concealed Handgun and Pistol Purchase permits will be charged a Vendor/Credit Card convenience fee + tax. The County does not profit from these fees but rather offers the online service as a convenience to the public	$ 40.00	per permit
Identification Bureau		Criminal Record Check (Local Only)		$ 5.00	per report
Identification Bureau		Fingerprint services (Includes 5 card maximum)		$ 10.00	
Identification Bureau		Fingerprint services (each additional card)		$ 1.00	per card
Identification Bureau		Pistol Purchase Permit*	* Online applications for Concealed Handgun and Pistol Purchase permits will be charged a Vendor/Credit Card convenience fee + tax. The County does not profit from these fees but rather offers the online service as a convenience to the public	$ 5.00	per permit

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Information Technology		Data Query	This fee is charged per statute for IT staff time to extract and compile data that is not readily available	$ 125.00	per staff hour
Library		Collection Agency Fee	Fee for when patron is referred to collection agency	$ 9.85	per instance
Library		Library Branches Room Rental Fee (for-profit)	Fee for room rental at Library branches for for-profit organizations	$ 50.00	for 3 hours
Library		Out of County 1-year Card Purchase	Library Card purchase fee for out of county residents	$ 20.00	per year
Library		Pack Memorial Activity Room Rental Fee (for-profit)	Fee for Activity Room rental at Pack Memorial Library for for-profit organizations	$ 50.00	for 2 hours
Library		Pack Memorial Computer Lab Room Rental Fee (for-profit)	Fee for Computer Lab room rental at Pack Memorial Library for for-profit organizations	$ 100.00	for 2 hours
Library		Pack Memorial Lord Auditorium Room Rental Fee (for-profit)	Fee for Lord Auditorium room rental at Pack Memorial Library for for-profit organizations	$ 75.00	for 2 hours
Library		Printouts/Copies	Charge for Printouts from Computers or Copies from Copier	$ 0.25	per page
Library		Replacement: Adult Fiction	Replacement fee for Adult Fiction Book	$ 25.00	per book / material
Library		Replacement: Adult Language CD	Replacement fee for Adult Language CD	$ 35.00	per book / material
Library		Replacement: Adult Large Print	Replacement fee for Adult Large Print Book	$ 25.00	per book / material
Library		Replacement: Adult Music	Replacement fee for Adult Music	$ 20.00	per book / material
Library		Replacement: Adult New Fiction	Replacement fee for new Adult Fiction Book	$ 25.00	per book / material
Library		Replacement: Adult Non-Fiction/Biography	Replacement fee for Adult Non-Fiction/Biography	$ 25.00	per book / material
Library		Replacement: Adult Paperback	Replacement fee for Adult Paperback Book	$ 10.00	per book / material
Library		Replacement: Adult Reference	Replacement fee for Adult Reference Book	$ 50.00	per book / material

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Library		Replacement: Adult Spoken (Audiobook)	Replacement fee for Adult Audiobook	$ 35.00	per book / material
Library		Replacement: Adult Video/DVD	Replacement fee for Adult Video/DVD	$ 20.00	per book / material
Library		Replacement: Audio Book Bag	Replacement fee for Audio Book Bag	$ 2.00	per book / material
Library		Replacement: ILL	Replacement fee for ILL Book/Material	$ 75.00	per book / material
Library		Replacement: Juvenile Book-CD/Cass. (bagged)	Replacement fee for Juvenile Book-CD/Cass (bagged)	$ 20.00	per book / material
Library		Replacement: Juvenile Caldecott	Replacement fee for Juvenile Caldecott	$ 20.00	per book / material
Library		Replacement: Juvenile Easy	Replacement fee for Juvenile Easy	$ 20.00	per book / material
Library		Replacement: Juvenile Easy Reader	Replacement fee for Juvenile Easy Reader	$ 20.00	per book / material
Library		Replacement: Juvenile Fiction	Replacement fee for Juvenile Fiction	$ 20.00	per book / material
Library		Replacement: Juvenile Kit	Replacement fee for Juvenile Kit	$ 25.00	per book / material
Library		Replacement: Juvenile Music	Replacement fee for Juvenile Music	$ 20.00	per book / material
Library		Replacement: Juvenile Newberry	Replacement fee for Juvenile Newberry	$ 20.00	per book / material
Library		Replacement: Juvenile Non-Fiction/Biography	Replacement fee for Juvenile Non-Fiction/Biography	$ 20.00	per book / material
Library		Replacement: Juvenile Paperback	Replacement fee for Juvenile Paperback	$ 7.00	per book / material
Library		Replacement: Juvenile Paperback/Board Book	Replacement fee for Juvenile Paperback/Board Book	$ 7.00	per book / material
Library		Replacement: Juvenile Parent-Teacher	Replacement fee for Juvenile Parent-Teacher	$ 25.00	per book / material
Library		Replacement: Juvenile Reference	Replacement fee for Juvenile Reference	$ 30.00	per book / material

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Library		Replacement: Juvenile Spoken (Audiobook)	Replacement fee for Juvenile Audiobook	$ 35.00	per book / material
Library		Replacement: Juvenile Story	Replacement fee for Juvenile Story	$ 20.00	per book / material
Library		Replacement: Juvenile Toy	Replacement fee for Juvenile Toy	$ 20.00	per book / material
Library		Replacement: Juvenile Video	Replacement fee for Juvenile Video	$ 20.00	per book / material
Library		Replacement: Oversize	Replacement fee for Oversize Book	$ 50.00	per book / material
Library		Replacement: Professional Collection	Replacement fee for Professional Collection Book	$ 30.00	per book / material
Library		Replacement: Young Adult Fiction	Replacement fee for Young Adult Fiction	$ 25.00	per book / material
Library		Replacement: Young Adult Non-Fiction	Replacement fee for Young Adult Non-Fiction	$ 25.00	per book / material
Library		Replacement: Young Adult Paperback	Replacement fee for Young Adult Paperback	$ 10.00	per book / material
Parking Services		11 Sears Alley	This fee is charged for all cars entering 11 Sears Alley Deck who are not visitors to HHS building	$1 per first 1/2 hour $1 per second 1/2 hour $2 per hour after $12 max daily. $85 Monthly parking	N/A

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Parking Services		164 College Street Parking Deck	This fee is charged for all cars entering the 164 College St. Parking Deck	$1 per first 1/2 hour $1 per second 1/2 hour $2 per hour after $12 max daily. $85 monthly parking for non-state employees	N/A
Parking Services		52 Coxe Avenue	This fee is charged for all cars parking at 52 Coxe	$3 Daily Parking / $50 Monthly Parking	N/A
Parking Services		94 Coxe Avenue	This fee is charged for all cars parking in lot across from the Tax Department after 5pm-7am M-F and all day Saturday and Sunday	$4 Daily Parking	per day
Parking Services		50 Coxe Avenue	This fee is charged for all cars parking after 5pm-7am M-F and all day Saturday and Sunday	$3 Daily Parking / $50 Monthly Parking	per day
Parking Services		2 Sawyer Surface Lot	This fee is charged for all cars parking in the lot	$3 Daily Parking / $50 Monthly Parking	N/A
Parking Services		35 Woodfin Street	This fee is charged for all cars parking in the front lot at 35 Woodfin 5pm-7am M-F and all day Saturday and Sunday	$3 Daily Parking	per day

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Parking Services		30 Valley Street	This fee is charged for all cars parking after 5pm-7am M-F and all day Saturday and Sunday	$3 Daily Parking	per day
Parking Services		99 Coxe Avenue	This fee is charged for all cars parking behind the Tax building 5pm-7am M-F and all day Saturday and Sunday	$4 Daily Parking	per day
Permits & Inspections		Residential Permit Administrative Fee	Administrative fee for processing refunds of building permits	$ 80.00	flat fee
Permits & Inspections		Approved Plans	Failure to post approved plans at job site	$ 150.00	per instance
Permits & Inspections		Change of Contractor	Changing contractors on permits after permitted work has started	$ 80.00	flat fee
Permits & Inspections		Commercial Permit Administrative Fee	Administrative fee for processing refunds of commercial & multi-family trade permits	$ 100.00	flat fee
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 100.00	0-5000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 125.00	5,001-10,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 200.00	10,001-15,00
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 350.00	15,001-25,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 600.00	25,001-50,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 1,000.00	50,001-75,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 1,500.00	75,001-100,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 1,800.00	100,001-150,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 2,400.00	150,001-200,000

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 3,000.00	200,001-275,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 3,400.00	275,001-350,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 4,000.00	350,001-425,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 4,500.00	425,001-500,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 5,200.00	500,001-625,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 6,200.00	625,001-750,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 7,200.00	750,000-875,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$ 10,000.00	875,000-1,000,000
Permits & Inspections		Commercial Permit Fees	Commercial permit fees based on project cost per applicable trade	$10,000/+ applicable fees	$10,000 + .0015 of each million dollar or portion thereof of projects over $1,000,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 100.00	0-10,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 125.00	10,001-15,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 150.00	15,001-25,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 175.00	25,001-50,000

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 200.00	50,001-100,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 300.00	100,001-250,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 500.00	250,001-500,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 750.00	500,001-1,000,000
Permits & Inspections		Commercial Review Fees	Commercial plan review fees based on project cost	$ 1,500.00	Project cost > $1,000,000
Permits & Inspections		Commercial TCO & TU	Fees for Temporary Certificate of Occupancy & Temporary Utilities	$ 300.00	for TCO & TU first 30 days
Permits & Inspections		Commercial TCO & TU	Fees for renewal of Temporary Certificate of Occupancy & Temporary Utilities	$ 150.00	per 30 day renewals
Permits & Inspections		Copies	Paper copies of permitting files	$ 0.25	per copy
Permits & Inspections		Day Care & ABC License	Day Care and ABC licensing inspection fees	$ 100.00	per Trade
Permits & Inspections		Expedite Service Fee	Fee for special inspections or special processing	$ 100.00	per hour (minimum of 2 hours)
Permits & Inspections		Expedite Service Fee	Commercial expedite fees for special processing & special inspections	$ 100.00	per hour (minimum of 2 hours
Permits & Inspections		Foundation Only	Issuing foundation only permit prior to permitting entire project	$ 200.00	$200/+ applicable fees based on current fee schedule

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Foundation Only	Commercial foundation only permit issued prior to issuing permit for entire project	$ 200.00	$200 in addition to applicable permit fees
Permits & Inspections		Homeowner Recovery Fund	Recovery fund per NCGS 87-1	$ 10.00	per instance
Permits & Inspections		Maintenance Permits	Annual maintenance permit fees for county schools & buildings	$ 100.00	per building
Permits & Inspections		Manufactured Homes	HUD Approved homes new & used	$ 275.00	per instance
Permits & Inspections		Manufactured Homes	HUD Approved homes new & used	$ 350.00	per instance
Permits & Inspections		Manufactured Homes	Additional fee for HUD Homes on full basements	$ 100.00	per instance
Permits & Inspections		Manufactured Homes	Additional fee for HUD Homes on full basements located in R1,R2,BVD zoning	$ 100.00	per instance
Permits & Inspections		Minimum Fees	Minimum residential fee for projects not listed on fee schedule	$ 80.00	flat fee
Permits & Inspections		Modular Homes	Modular Homes Single Family	$ 350.00	per instance
Permits & Inspections		Modular Homes	Modular Homes Single Family greater 1 story	$ 475.00	per instance
Permits & Inspections		Modular Homes	Additional fee for attached garages as part of modular package	$ 80.00	per instance
Permits & Inspections		Modular Homes	Additional fee for attached site built garages up to heated sq. ft	$100/+ $80 per trade	Modular Attached site built garages up to 400 sq. ft

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Modular Homes	Additional fee for attached site built garage over 401 sq. ft	$225/+ $80 per trade	Modular Attached site built garages over 401 sq. ft
Permits & Inspections		Modular Offices	Fees for modular offices and classrooms	$ 400.00	flat fee + review fees
Permits & Inspections		Multi-Family Dwelling	Fees for apartments & condominiums	$ 350.00	per unit in addition to shell cost based on applicable fee schedule
Permits & Inspections		New Single Family over 1500 sq. ft	New houses, townhomes & duplexes	$ 500 + .30/additional sq. ft over 1500 heated sq ft	per instance & heated sq. ft.
Permits & Inspections		New Single Family up to 1500 sq ft	New houses, townhomes & duplexes	$ 500.00	per instance
Permits & Inspections		Plan Amendments	Amendments to residential plans	$80 Administrative Fee + $80 Plan Review Fee + applicable fees	flat fee + fee schedule a, b, or c
Permits & Inspections		Plan Review	Plan review of 1 & 2 family dwellings prior to permit issuance	$ 150.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Plan Review Fee	Minimum Residential plan review fee	$ 80.00	flat fee
Permits & Inspections		Re-Inspection Fee	Residential re-inspection fee, 1 free inspection per trade	$ 80.00	per instance
Permits & Inspections		Residential Other Accessory Buildings	Residential Other Accessory Building Storage Building, Pump House, Etc.	$100 per instance + trade fees	per instance + trade fees
Permits & Inspections		Residential Additions	Single Family Additions up to 1500 sq. feet	$ 500.00	per instance
Permits & Inspections		Residential Additions	Single Family Additions over 1500 sq. feet	$ 500 + .30/additional sq ft over 1500 heated sq ft	per instance & heated sq. ft.
Permits & Inspections		Residential Carport	Carport	$100 + trade fees	per instance + trade fees
Permits & Inspections		Residential Decks	Decks- covered, uncovered & screened-in	$ 150.00	per instance
Permits & Inspections		Residential Garage Attached/Detached	Residential Garage Attached/Detached	$240 + trade fees	per instance + trade fees
Permits & Inspections		Residential Permit Renewal	One time renewal of expired permits after issuance of permit	50% of original fee	50% of original fee
Permits & Inspections		Residential Renovations/Remodels	Single Family Renovations up to 1500 sq ft	$ 325.00	per instance
Permits & Inspections		Residential Renovations/Remodels	Single Family Renovations over 1500 sq ft	$ 500 + .30/additional sq ft over 1500 heated sq ft	per instance & heated sq. ft.

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Residential Re-roof	Reroofs on 1 & 2 family dwellings	$ 80.00	per instance
Permits & Inspections		Residential TCO & TU	Fees for Temporary Certificate of Occupancy & Temporary Utilities	$ 100.00	for TCO & TU first 30 days
Permits & Inspections		Residential TCO & TU	Fees for renewal of Temporary Certificate of Occupancy & Temporary Utilities	$ 75.00	per 30 day renewals
Permits & Inspections		Residential Trade Permit Administrative Fee	Administrative fee for processing refunds of residential trade permits	$ 40.00	flat fee
Permits & Inspections		Re-stamp Plans	Re-stamp residential 1 &2 family dwelling plans	$ 80.00	flat fee
Permits & Inspections		Retaining Walls	Residential retaining walls not part of foundation	$ 150.00	flat fee
Permits & Inspections		Signs & Retaining Walls	Fees for commercial signs & retaining walls	Based on commercial fees and review fees	Project Cost
Permits & Inspections		Solar Panels	Residential solar panels - ground or roof mounted	$ 150.00	flat fee
Permits & Inspections		Structural Repair	Residential Structural Repair	$ 160.00	flat fee
Permits & Inspections		Sun Room	Sun Rooms on 1 & 2 family dwellings	$150 /+ $80 per trade	per instance
Permits & Inspections		Swimming Pools	Residential swimming pools	$ 150.00	flat fee
Permits & Inspections		Trade Permits	Residential electrical, mechanical & plumbing permits	$ 80.00	per instance

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Permits & Inspections		Trade Permits	Commercial electrical, mechanical & plumbing permits	Based on comm. fees	project cost with $100 minimum fee
Permits & Inspections		Working without permit	Fee for failing to obtain permit on residential projects	Double Current Permit Fee	
Planning & Development		Adult Establishment License	Business License	$ 1,000.00	flat fee
Planning & Development		Adult Establishment License	Entertainer License	$ 1,000.00	flat fee
Planning & Development		Cases Requiring a Public Hearing	Zoning Text Amendment	$ 500.00	flat fee
Planning & Development		Cases Requiring a Public Hearing	Zoning Map Amendment	$ 350.00	flat fee
Planning & Development		Cases Requiring a Public Hearing	Zoning Map Amendment - More than 1 lot	$ 25.00	per each additional lot
Planning & Development		Cases Requiring a Public Hearing	Zoning Map Amendment- More than 25 Acres	$ 200.00	per each additional 25 acres * Maximum fee per owner is $2000.00
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit - Residential	$ 250.00	flat fee plus an additional $10.00 per each proposed lot/unit

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 250.00	Structures less than 10,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 500.00	Structures 10,000 sq ft to less than 50,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 750.00	Structures 50,000 sq ft to 100,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 1,000.00	Structures more than 100,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development - More than 25 Acres	$ 200.00	per each additional 25 acres in addition to applicable fees on current fee schedule *Maximum fee per owner is $2000.00
Planning & Development		Cases Requiring a Public Hearing	Variance (Includes Variances from Other Ordinances Administered by the Department)	$ 250.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Cases Requiring a Public Hearing	Variance (Includes Variances from Other Ordinances Administered by the Department) - More than 1 lot	$ 25.00	per each additional lot in addition to applicable fees on current fee schedule
Planning & Development		Cases Requiring a Public Hearing	Variance (Includes Variances from Other Ordinances Administered by the Department) - More than 25 Acres	$ 200.00	per each additional 25 acres in addition to applicable fees on current fee schedule *Maximum fee per owner is $2000.00
Planning & Development		Cases Requiring a Public Hearing	Re-advertisement of Public Hearing due to Applicant Request	$ 150.00	Flat fee
Planning & Development		Cases Requiring a Public Hearing	Appeal of Zoning Administrator	$ 500.00	flat fee
Planning & Development		Change of Use Fee	Home Occupations, Change of Uses Within Existing Structures, Establishment or Expansion of Land Uses Where Primary Uses of Land Are Outdoors (Excluding Junkyards)	$ 125.00	flat fee
Planning & Development		Copies	Black & White, Legal or Letter Size	$ 0.25	per page
Planning & Development		Copies	Color, Legal or Letter Size	$ 0.35	per page
Planning & Development		Copies	Black & White Plotted	$ 15.00	per page

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Copies	Color, Plotted	$ 15.00	per page
Planning & Development		Erosion & Sedimentation Control	Lot in Subdivision Subject to Sec. 70-68, Hillside Subdivisions	$ 100.00	For 0.25 to less than 1 acre
Planning & Development		Erosion & Sedimentation Control	All Properties, One Acre or Greater Disturbance	$ 525.00	per acre, prorated
Planning & Development		Floodplain Development	Residential Development - Utility Change Out Existing Structure	$ 25.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Single Family Manufactured Home	$ 150.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Single Family Residential Stick Built or Modular	$ 250.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Duplex	$ 350.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Other Single Family Residential Development (Fill, Non-habitable Buildings, Infrastructure)	$ 100.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Lateral Addition to Existing Building	$ 150.00	flat fee
Planning & Development		Floodplain Development	Residential Development- Multiple Residential Lots: Land/Site Development	$ 400.00	flat fee
Planning & Development		Floodplain Development	Commercial Development- Utility Change-Out of Existing Structure	$ 25.00	flat fee
Planning & Development		Floodplain Development	Commercial Development- Commercial Structure	$ 350.00	flat fee
Planning & Development		Floodplain Development	Commercial Development- Commercial Structure Non-habitable (i.e. shed, garage)	$ 200.00	flat fee
Planning & Development		Floodplain Development	Commercial Development- Lateral Addition to Existing Building	$ 250.00	flat fee
Planning & Development		Floodplain Development	Commercial Development- Single Commercial Lot: Land/Site Development	$ 350.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Floodplain Development	Commercial Development- Multiple Commercial Lots: Land/Site Development	$ 500.00	flat fee
Planning & Development		Junkyard Permit	Annual Registration	$ 200.00	flat fee
Planning & Development		Junkyard Permit	New Junkyard	$ 200.00	flat fee
Planning & Development		Manufactured Home Park Permit	Manufactured Home Park	$ 75.00	flat fee plus an additional $10.00 per space
Planning & Development		Re-Submittal of Plats Due to Failure or Inadequacies	Re-review of Plats, excluding Major and Minor	$ 25.00	Flat fee
Planning & Development		Re-inspection	All Permits Requiring Site Inspection	$ 25.00	flat fee
Planning & Development		Retaining Walls	Single Family Residential	$ 50.00	flat fee
Planning & Development		Retaining Walls	Multi Family, Commercial, Office or Industrial	$ 125.00	flat fee
Planning & Development		Sign Permit	Off-Premise or Illuminated Sign Permit	$ 100.00	flat fee
Planning & Development		Site Plan Review	All New Structures, Existing Structure Footprint Changes, and Site Work Projects	$ 25.00	flat fee
Planning & Development		Site Plan/Plat Resubmittal	Stormwater and Erosion Control Plans, Minor and Major Subdivisions, and Commercial and Multi-Family Development Site Plans	$ 150.00	flat fee
Planning & Development		Stormwater Management	Up to One Acre Disturbance	$ 525.00	flat fee
Planning & Development		Stormwater Management	One Acre or Greater Disturbance	$ 525.00	per acre, prorated
Planning & Development		Stormwater Management	Renewal of Guarantee of Improvements	$ 100.00	flat fee
Planning & Development		Stormwater Management	Partial Release of Guarantee of Improvements	$ 100.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Street Addressing	Address Determination Letter	$ 25.00	Flat fee
Planning & Development		Street Addressing	Private Road Name Change	$ 500.00	flat fee
Planning & Development		Street Addressing	Readdressing Subdivisions 10 Lots or Less	$ 250.00	flat fee
Planning & Development		Street Addressing	Readdressing Subdivision More than 10 Lots	$ 500.00	flat fee
Planning & Development		Subdivision Application Review Fees	Plat Review	$ 25.00	flat fee
Planning & Development		Subdivision Application Review Fees	Minor Subdivisions (4-10 Lots)	$ 75.00	flat fee plus additional $10.00 per lot
Planning & Development		Subdivision Application Review Fees	Minor Subdivisions (4-10 Lots) with Hillside Development	$ 50.00	in addition to applicable fees based on current fee schedule
Planning & Development		Subdivision Application Review Fees	Major Subdivisions (11 Lots or More)	$ 175.00	flat fee plus additional $15.00 per lot
Planning & Development		Subdivision Application Review Fees	Major Subdivisions (11 Lots or More) with Hillside Development	$ 100.00	In addition to applicable fees based on current fee schedule
Planning & Development		Subdivision Application Review Fees	Revised Plan Review, Minor Subdivision	$ 25.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Subdivision Application Review Fees	Revised Plan Review, Major Subdivision	$ 50.00	flat fee
Planning & Development		Subdivision Application Review Fees	As-built Drawing Review	$ 25.00	flat fee
Planning & Development		Subdivision Application Review Fees	Guarantee of Improvements	$ 50.00	flat fee
Planning & Development		Subdivision Application Review Fees	Renewal of Guarantee of Improvements	$ 100.00	Flat fee
Planning & Development		Subdivision Application Review Fees	Partial Release of Guarantee of Improvements	$ 100.00	flat fee
Planning & Development		Subdivisions - Hillside	Hillside Development Individual Lot Plan Review	$ 50.00	In addition to applicable fees based on current fee schedule
Planning & Development		Subdivisions - SS/PR	Exempt Subdivision within Steep Slope/High Elevation Overlay or Protected Ridge Overlay	$ 50.00	flat fee
Planning & Development		Water Supply Watershed	Single Family Residential	$ 50.00	flat fee
Planning & Development		Water Supply Watershed	All Other	$ 100.00	flat fee
Planning & Development		Wireless Communication Facility	Application Review and Processing Fee	$ 5,000.00	flat fee
Planning & Development		Wireless Communication Facility	Annual Renewal	$ 250.00	flat fee
Planning & Development		Work / Use Without Permit	All fees shall be double the base fee if land uses, construction, &/or land disturbing activities are commenced before obtaining a permit.	Double Regular Permit Fee	per base fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Single Family (attached and detached) and duplex units	$ 50.00	per unit
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Residential Addition/Accessory	$ 25.00	flat fee

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Zoning Determination Letter	$ 25.00	flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Commercial/Office Sign, Addition, or Accessory/Structure	$ 125.00	Less than 10,000 sq. ft
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Commercial/Office Sign, Addition, or Accessory/Structure	$ 300.00	10,000 sq. ft to less than 50,000 sq. ft
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Commercial/Office Sign, Addition, or Accessory/Structure	$ 450.00	50,000 sq. ft to 100,000 sq. ft
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Commercial/Office Sign, Addition, or Accessory/Structure	$ 600.00	More than 100,000 sq. ft
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Vacation Rental **(2 unit maximum)**	$ 50.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations -Recreational Vehicle **(2 unit maximum)**	$ 50.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Campground **(2 unit maximum)**	$ 50.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Vacation Rental Complex	$ 250.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Recreational Vehicle Park (more than 2 units)	$ 250.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations- Campground (more than 2 units)	$ 250.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Rooming House	$ 250.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Short Term Accommodations - Bed and Breakfast	$ 250.00	Flat fee
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Multi Family Development (per building shell)	$ 200.00	3-10 units per building

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Multi Family Development (per building shell)	$ 300.00	11-20 units per building
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Multi Family Development (per building shell)	$ 400.00	>20 units per building
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Steep Slope/High Elevation, Protected Ridge, Blue Ridge Parkway Overlay	$ 50.00	in addition to applicable fees based on current fee schedule
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Beaverdam Zoning District Review	$ 50.00	In addition to applicable fees based on current fee schedule
PR & Communications		Public Records Request: Adobe PDF		No charge	
PR & Communications		Public Records Request: Certified Copies (each additional page)		$ 2.00	per page
PR & Communications		Public Records Request: Certified Copies (first page)		$ 5.00	per first page
PR & Communications		Public Records Request: Extensive Personnel Time and Use of Technology	Communications and Public Relations reserves the right (under NCGS 132-6.2b) to charge a service fee based on the actual cost incurred for extensive use of information technology resources or labor costs of personnel providing the services.	Varies	$ -
PR & Communications		Public Records Request: Flash Drive		$ 3.95	per flash drive

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
PR & Communications		Public Records Request: Hard Copies	BXW / Color	$ 0.10	per page
PR & Communications		Public Records Request: Postage		Varies	based on rates set by the United States Postal Service
Recreation Services	Enka Sports Park	Adult Soccer Field Rental - Class 1	for a nonprofit, school, or government organization	$ 40.00	per hour
Recreation Services	Enka Sports Park	Adult Soccer Field Rental - Class 2	for a private or for profit organization	$ 50.00	per hour
Recreation Services	Enka Sports Park	Facility Rental - Class 1	Fee for renting out various facilities to a nonprofit, school, or government organization	$ 25.00	per hour
Recreation Services	Enka Sports Park	Facility Rental - Class 2	Fee for renting out various facilities to a private or for profit organization	$ 35.00	per hour
Recreation Services	Enka Sports Park	Picnic Shelter	daily rental of a covered picnic area at Owen or the Sports Park	$ 75.00	per day
Recreation Services	Enka Sports Park	River Park Rental- Class 1	Fee for renting out a river park to a nonprofit, school, or government organization	$ 400.00	per day
Recreation Services	Enka Sports Park	River Park Rental- Class 2	Fee for renting out a river park to a private or for profit organization	$ 600.00	per day
Recreation Services	Enka Sports Park	Sports Park Rental - Class 1	with field use and restrooms	$ 2,500.00	per day
Recreation Services	Enka Sports Park	Sports Park Rental - Class 1	without field use	$500.00 or $100.00	per day or per hour
Recreation Services	Enka Sports Park	Sports Park Rental - Class 1	without field use and restrooms	$400.00 or $75.00	per day or per hour
Recreation Services	Enka Sports Park	Sports Park Rental - Class 2	with field use and restrooms	$ 3,500.00	per day
Recreation Services	Enka Sports Park	Sports Park Rental - Class 2	without field use	$600.00 or $120.00	per day or per hour

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Recreation Services	Enka Sports Park	Sports Park Rental - Class 2	without field use and restrooms	$500.00 or $100.00	per day or per hour
Recreation Services	Enka Sports Park	Youth Soccer Field Rental - Class 1	for a nonprofit, school, or government organization	$ 30.00	per hour
Recreation Services	Enka Sports Park	Youth Soccer Field Rental - Class 2	for a private or for profit organization	$ 40.00	per hour
Recreation Services	Lake Julian	Alcohol Permit	allows for the consumption of alcohol in a picnic shelter that has been payed for	$ 75.00	per day
Recreation Services	Lake Julian	Annual Boat Launch	from month of purchase	$ 50.00	per year
Recreation Services	Lake Julian	Annual Fishing Permit	One year from date of purchase	$ 25.00	per year
Recreation Services	Lake Julian	Annual Sailboat Fee	allows for on site sailboat storage at Lake Julian (runs from Jan to Dec)	$ 700.00	per year
Recreation Services	Lake Julian	Boat Launch	for putting one's watercraft on the lake	$ 8.00	per day
Recreation Services	Lake Julian	Canoe/Kayak Storage	allows for on site canoe/kayak storage at Lake Julian (runs from Jan to Dec)	$ 400.00	per year
Recreation Services	Lake Julian	Daily Fishing Permit		$ 4.00	per day
Recreation Services	Lake Julian	Jon Boat 4 hours		$ 15.00	per 4 hours
Recreation Services	Lake Julian	Jon boat all day		$ 25.00	per day
Recreation Services	Lake Julian	Large Picnic Shelter	daily rental of a covered picnic area	$ 100.00	per day
Recreation Services	Lake Julian	Lifetime Fishing Permit	For people 70+ or the disabled	$ 10.00	lifetime
Recreation Services	Lake Julian	Locker	additional charge for use of a storage locker at the sailboat storage area	$ 50.00	per year
Recreation Services	Lake Julian	Paddle Boat 1 hour		$ 12.00	per hour
Recreation Services	Lake Julian	Paddle Boat 1/2 hour		$ 8.00	30 min

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Recreation Services	Lake Julian	Senior & Veteran Annual Fishing Permit	For people 65+ and veterans	$ 10.00	per year
Recreation Services	Lake Julian	Senior & Veteran Daily Fishing Permit	For people 65+ and veterans	$ 3.00	per day
Recreation Services	Lake Julian	Small Picnic Shelter		$ 75.00	per day
Recreation Services	Lake Julian	Wetslip	additional charge for someone storing their sailboat in the water instead of on a trailer	$ 200.00	per year
Register of Deeds		Additional subsequent Instrument Index Reference, each (Assignments only)	This fee is added to a document that has additional subsequent instruments attached	$ 10.00	per Additional Subsequent Instrument
Register of Deeds		Birth Certificate Amendment	This fee is charged to customers doing certain amendments to birth certificates	$ 35.00	per Amendment
Register of Deeds		Birth/Death certificate plain copy	This fee is charged to customers getting an uncertified copy or birth/death certificate	$ 0.25	per Copy
Register of Deeds		Certified Birth Certificate	This fee is charged to customers getting a certified copy of a birth/death/marriage certificate	$ 10.00	per Certificate
Register of Deeds		Certified copies of condo plans	This fee is charged to customers for certified copies of condo plans	$ 5.00	per Copy
Register of Deeds		Certified copies of recordings; 1st page	This fee is charged to customers for the first page of a certified copy of recorded documents	$ 5.00	per 1st page
Register of Deeds		Certified copies of recordings; each additional page	This fee is charged to customers for each additional page after the first of a certified copy of recorded documents	$ 2.00	per add'l page
Register of Deeds		Certified copy of a plat	This fee is charged to customers for a certified copy of a plat	$ 5.00	per Plat
Register of Deeds		Certified Death Certificate	This fee is charged to customers getting a certified copy of a death certificate	$ 10.00	per Certificate
Register of Deeds		Certified Marriage Certificate	This fee is charged to customers for each certified copy of a marriage certificate	$ 10.00	per Certificate

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Register of Deeds		Condo Plans	This fee is charged to customers to record condo plans	$ 21.00	per Page
Register of Deeds		Delayed Birth Certificate	This fee is charged to customers that need to have a delayed birth certificate created by the State	$ 35.00	per Delayed Birth Certificate
Register of Deeds		Department of Transportation Right of Way Plans: 1st page	This fee is charged for the recording of the 1st page of a DOT Right of Way plan	$ 21.00	per 1st page
Register of Deeds		Department of Transportation Right of Way Plans: each add'l page	This fee is charged for the recording of every page after the 1st page of a DOT Right of Way Plan	$ 5.00	per add'l page
Register of Deeds		Legitimation	This fee is charged to legitimize a birth	$ 35.00	per Legitimation
Register of Deeds		Marriage Certificate plain copy	This fee is charged to customers for each uncertified copy of a marriage certificate	$ 0.25	per Copy
Register of Deeds		Marriage License Application	This fee is charged to receive a marriage license	$ 60.00	per Application
Register of Deeds		Multiple Instruments Fee	This fee is added to any document that has multiple instruments attached as one recording	$ 10.00	per Document
Register of Deeds		Nonstandard Documents	This fee is added to any document that doesn't meet set State requirements	$ 25.00	per Nonstandard Document
Register of Deeds		Notary Certification	This fee is charged to customers to verify that a Notary is still qualified to be a Notary in Buncombe County	$ 5.00	per Certification
Register of Deeds		Notary Oath	This fee is charged to customers to administer the Notary Oath to, for them to become Notaries	$ 10.00	per Oath
Register of Deeds		Plats	This fee is charged to customers to record a plat	$ 21.00	per Page

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Register of Deeds		Recording all real estate document (except for Deeds of Trust or Mortgages): Each additional page	This fee is charged to record any page after the first 15 pages of any document except for Deeds of Trust or Mortgages	$ 4.00	per additional page after 15
Register of Deeds		Recording all real estate document: Extra party names over the first 20 party names	This fee is charged to record every additional party name after the first 20 party names of any recorded document	$ 2.00	per Name
Register of Deeds		Recording Deeds of Trust and Mortgages: Each additional page	This fee is charged to record any page after the first 35 pages of Deeds of Trust or Mortgages	$ 4.00	per additional page after 35
Register of Deeds		Recording Deeds of Trust and Mortgages: The first 35 pages	This fee is charged to record the first 35 pages of Deeds of Trust or Mortgages	$ 64.00	Up to the first 35 pages
Register of Deeds		Recording real estate document (except for Deeds of Trust or Mortgages): First 15 Pages	This fee is charged to record the first 15 pages of any document except for Deeds of Trust or Mortgages	$ 26.00	Up to the first 15 pages
Register of Deeds		UCC recordings: 1 - 2 pages	This fee is charged to customers for the recording of UCC's that are 1 - 2 pages	$ 38.00	per Document
Register of Deeds		UCC recordings: 3 - 10 pages	This fee is charged to customers for the recording of UCC's that are 3 - 10 pages	$ 45.00	per Document
Register of Deeds		UCC recordings: over 10 pages	This fee is charged to customers for the recording of UCC's that are over 10 pages	$ 2.00	per add'l page over 10 pages
Register of Deeds		Uncertified copies of condo plans	This fee is charged to customers for uncertified copies of condo plans	$ 1.50	per Copy
Register of Deeds		Uncertified copies of plats	This fee is charged to customers for an uncertified copy of a plat	$ 1.50	per Plat
Register of Deeds		Uncertified copies of recordings	This fee is charged to customers for uncertified copies of recorded documents	$ 0.25	per Page
Sheriff's Office	Animal Services	Trap deposit	Refundable deposit for use of dog traps	$ 40.00	per unit
Sheriff's Office	Civil Process	Service Fee	This fee is charged for service of civil process originating in NC courts.	$ 30.00	per person served

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Sheriff's Office	Civil Process	Service Fee	This fee is charged for service of civil process originating outside NC	$ 50.00	per person served
Sheriff's Office		Real Time Intelligence Monitoring		$ 60.00	per camera, per year
Solid Waste	Landfill	33-gallon bags		$ 2.00	per bag
Solid Waste	Landfill	4ft Fluorescent Light Bulbs	Up to 5 free each HHW	$ 1.00	per bulb
Solid Waste	Landfill	8ft Fluorescent Light Bulbs	Up to 5 free each HHW	$ 1.00	per bulb
Solid Waste	Landfill	All Tires on rim		$ 2.00	per tire
Solid Waste	Landfill	Bagged Leaves		$ 1.00	per bag
Solid Waste	Landfill	Co-Mingled Recycling (Blue Bag)		No charge	per bag
Solid Waste	Landfill	Computer monitors		$ 10.00	per monitor
Solid Waste	Landfill	Corrugated Cardboard		No charge	per trip
Solid Waste	Landfill	Electronic recycling (limit 5 units)		$ 0.30	per pound
Solid Waste	Landfill	Farm Animals		$ 50.00	per animal
Solid Waste	Landfill	Flammable Liquids (i.e. gas, kerosene)		$ 2.00	per gallon
Solid Waste	Landfill	Friable asbestos	$100 minimum	$ 100.00	per ton
Solid Waste	Landfill	Large farm animals (i.e. cow, horse)		$ 100.00	per animal
Solid Waste	Landfill	Less than 33-gallon bag		$ 1.00	per bag
Solid Waste	Landfill	Motor oil (5 gallon per household limit monthly),antifreeze, lead acid batteries		No charge	per trip
Solid Waste	Landfill	Mulch sale		$ 20.00	per 4 yards
Solid Waste	Landfill	Paint and Paint related items		$ 2.00	per gallon
Solid Waste	Landfill	Pesticides, herbicides, insecticides		No charge	per trip
Solid Waste	Landfill	Pick-up trucks, vans, small trailers	$10 minimum	$ 43.75	per ton
Solid Waste	Landfill	Residential Sharps		No charge	per trip

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Solid Waste	Landfill	Scrap Metal		No charge	per trip
Solid Waste	Landfill	Special Disposal Accommodation	$100 minimum	$ 100.00	per ton
Solid Waste	Landfill	Televisions		$ 10.00	per television
Solid Waste	Landfill	Tires w/proper certification form		No charge	per trip
Solid Waste	Landfill	Tires without form		$ 2.00	per tire
Solid Waste	Landfill	Trucks, roll-offs, flat beds	$10 minimum	$ 43.75	per ton
Solid Waste	Landfill	White Goods		No charge	per trip
Solid Waste	Landfill	Wood Pallets	$10 minimum	$ 30.00	per ton
Solid Waste	Landfill	Yard waste, untreated wood, limbs	$10 minimum	$ 30.00	per ton
Solid Waste	Transfer Station	33-gallon bags		$ 2.00	per bag
Solid Waste	Transfer Station	Co-Mingled Recycling (Blue Bags)		No charge	per bag
Solid Waste	Transfer Station	Corrugated cardboard		No charge	per trip
Solid Waste	Transfer Station	Lead acid batteries		No charge	per trip
Solid Waste	Transfer Station	less than 33-gallon bag		$ 1.00	per bag
Solid Waste	Transfer Station	Pick-up trucks, vans, small trailers	$12 minimum	$ 47.75	per unit
Solid Waste	Transfer Station	Residential Sharps		No charge	per trip
Solid Waste	Transfer Station	Scrap Metal		No charge	per trip
Solid Waste	Transfer Station	Trucks, roll-offs, flat beds		$ 47.75	per ton
Solid Waste	Transfer Station	White Goods		No charge	per trip
Tax Assessment		Aerial Maps	this fee is charged when taxpayers request a copy of an aerial map	$ 10.00	per PIN#
Tax Assessment		non-Aerial Maps	this fee is charged when taxpayers request a copy of a non-aerial map	$ 5.00	per PIN#
Tax Assessment		property record card	this fee is charged when taxpayers request copies of the property record card	$ 1.00	per PIN#
Tax Assessment		reports	this fee is charged when taxpayers request reports such as Adjacency Reports	$ 1.00	per PIN#
Transportation	Mountain Mobility	Deviated Fixed Route - Single Trip		No charge	per trip

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Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Transportation	Mountain Mobility	Rural General Public - Single Trip		No charge	per trip

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Buncombe County Health and Human Services -- Department of Health

BILLING GUIDE for FY 2023

Effective 07/01/2022

Billing and Collection Policies
Program Information
Sliding Fee Scales
Service Fee Schedule

Approved by Buncombe County Health and Human Services Board 3/25/2022

Approved by Board of County Commissioners

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Introduction

North Carolina law[1] allows a local health department to charge fees for services as long as:

1. Service fees are based on a plan recommended by the Health Director. This plan is approved by the Buncombe County Health and Human Services (BCHHS) Board and the County Commissioners.
2. The health department does not provide the service as an agent of the State.
3. And the fees are not against the law in any way.

The State requires health departments to provide certain services, and no one may be denied these services. It is in the best interest of our community for the Department of Health to:

1. First, assure that all residents can get all legally required public health services.
2. Then provide as many other recommended and needed health services as possible, within the resources we still have available to use.

The purpose of charging fees is to increase resources and use them to meet residents' needs in a fair and balanced way. Fees are necessary to help cover the full cost of providing recommended and needed health services. We consider the market rate, cost of service and Medicaid rate when establishing fees.

The information in the document is the fee plan for FY23, effective on July 1, 2022. This Billing Guide for FY23 replaces all earlier plans. Fees are reviewed and approved annually by the BCHHS Board and the County Commissioners prior to the start of the new Fiscal Year. Additionally, fees are reviewed throughout the Fiscal Year to account for fluctuations in acquisition costs, cost to provide services, reimbursement rates and market rates. Changes to the fee schedule mid-fiscal year are approved by the Health Director. Clients may request a list of current fees at any time.

Fees

General Information

BCHHS – Department of Health (DH) charges and collects fees for most of its services.

- All fees are the responsibility of the client or responsible party.
- We accept cash and major credit or debit cards for payment of all fees.
- Most fees – but not all – can also be paid by check.
- Full payment is expected at the time of service.
- Clients will be informed of their account status at each visit.
- An itemized receipt will be provided to clients at time of payment.
- Under some conditions of client need, we can arrange a payment plan.

BCHHS-DH provides some services at no cost to the client. (There may be eligibility requirements.) Some examples are:

- WIC nutritional support services
- Certain immunizations for children
- Health education services
- Tuberculosis (TB) screening and treatment support
- Sexually transmitted infections (STI) testing and treatment (excluding genital wart molluscum treatment)
- Contagious disease investigations
- Post Exposure Prophylaxis (PEP)

1 North Carolina General Statue 153A-77(d)

We may bill Medicaid, Medicare, or insurance for these services. Medicaid is not billed greater than 340B pricing for pharmaceuticals purchased through the 340B program. There may be separate fees – for the client or a third-party payer – for medications, supplies, lab services, X-rays, and/or other medically related services.

Payment by a "Third Party" – Medicaid, Medicare, and Insurance

- State rules require the Department of Health to bill participating third party payers for services we provide. Current participating providers are:
    - Medicaid
        - Blue Cross Blue Shield Medicaid
        - United Health Care Medicaid
        - Wellcare Medicaid
        - AmeriHealth Caritas Medicaid
    - Medicare- including Medicare Replacement Plans
    - NC Health Choice
    - Blue Cross Blue Shield (except Blue Care)
    - Cigna
    - United Healthcare (except Managed Care Plans)
    - MedCost
    - Aetna
    - Coventry
    - Humana
    - Tricare
    - Bright Health Insurance
    - Wellcare
- As a courtesy to clients, we may bill non-participating third party payers for medical services provided. The client is ultimately responsible for any uncovered charges (i.e., out-of-network and deductibles).
- Medicaid will be billed as the payer of last resort.
- Clients who have health insurance must show a valid insurance card when they come for their medical appointment.
- Clients presenting with third party health insurance coverage where copayments are required shall be subject to collection of the required copayment at the time of service (exceptions are outlined below for Family Planning).
- Third party is billed the total amount of the service provided. They do not receive the benefit of the Sliding Fee Scale (SFS). The charge and any remaining balance (minus copayments) is billed to the client based on the Sliding Fee Scale. This may include copays, coinsurance, deductibles, and non-allowed charges (applied to sliding fee scale). Family Planning clients will pay the lesser of the copay or where they fall on SFS as required by Title X.
- Clients electronically sign a consent allowing BCHHS-DH to file insurance. A copy of the insurance card is scanned at that time into the patient's medical record.
- Whenever possible, we will determine if a client is eligible for Medicaid.
    - Clients must present all social security numbers and names they have used for employment purposes.
    - Social security number and name will be used *by authorized staff only* for online income verifications.
- Insurance claims are processed through an Electronic Medical Record application (EMR) and electronically filed through a claims management web-based application. Payments are posted electronically/manually to client accounts. If applicable, secondary insurance is filed.

- Insurance denials are researched using the Remittance Advice (RA) for Medicaid and the Explanation of Benefit's for private insurance. Any denials deemed incorrect are resubmitted as quickly as possible. Any remittance or final denial is posted to the patient's account. Any remaining balance for Medicaid clients are adjusted off (unless it was for a non-covered service that the client was made aware of prior to the service being rendered).

Payment by Client

- The client is responsible for paying charges that are not covered by third-party payers (insurance plans, including Medicaid and Medicare).
- The client pays any insurance co-pay amounts at the time of services.
- BCHHS-DH mails a bill to clients based upon the following.
    - Quarterly bills are mailed for accounts with a balance between $5 and $24.99.
    - Monthly bills are mailed for accounts with a balance of $25 and greater.
    - Bills are not sent for "confidential services", regardless of account balance.
- A payment plan can be arranged, when a client shows good cause for needing one.
- Clients with low income may qualify for a reduced fee, based on a sliding fee scale for certain services (detail in Appendix 1, below).

Family Planning Billing Policy for Self-Pay and Third Parties

- Bills are submitted to a third party when a third party is responsible.
- Third parties authorized or legally responsible to pay for clients at or below 100% of the Federal Poverty Level are properly billed.
- Third party bills show total charges without any discounts.
- Insured clients cannot be charged more in copayments, deductibles, or other fees than what they should be paying according to the sliding fee scale.

Account Collections and Delinquent Accounts

Payment for Services

Clients are expected to make payment at the time they receive services, and/or to provide up-to-date information about their third party insurance, Medicare, or Medicaid coverage.

Payments Accepted

- Cash
- Credit Cards (MasterCard, Visa, American Express, and Discover)
- Debit Cards
- Personal Checks
- Business Checks for business transactions
- Money Orders
- Cashier Checks

Collection of Monies Owed

If payment for service is not made in full on the date of service, BCHHS-DH may use the following methods to pursue collection of client accounts:

- Billing statements
- Past due notices
- NC Local Government Debt Setoff Clearinghouse (deduction from a client's tax refund of money client owes BCHHS-DH), administered by the NC Department of Revenue

Delinquent Accounts and Collection

- Accounts are considered delinquent if a payment balance remains 90 days after the charge activity or after the most recent payment made (whichever is later).
- Delinquent accounts are subject to collection through the North Carolina Debt Setoff program for local governments[2].
    - All State laws and guidelines are followed for this program, including annual reporting of any qualifying delinquent accounts for collection.
- Accounts will be reviewed annually each July by each department for outstanding accounts receivable from the prior fiscal year. Bad debts that are greater than two years old and $25 or less will be considered for write-off. If determined by the department and the Finance department that no further collections are expected, the debt may be written off.
- Delinquent accounts that are active in the North Carolina Debt Setoff program shall remain in the program until satisfied.
- At no time will a client be notified that the account has been written off as a bad debt.
- If after a debt has been written off, payment is received against that account, the Finance department should be notified to account for those funds as appropriate.

Service Consequences for Client of Delinquent Account

Unless state and federal program rules prohibit restricting or denying services, persons who have a delinquent account may be:

- required to pay fees before they can get more services
- denied services unless they make a good faith effort to make payment within 90 days

Exception: Any client who has Medicaid coverage will not be denied services because of an unpaid account balance. No Family Planning or STI client will be denied services or subjected to variation in quality of service because of an unpaid account balance or the inability to pay for services received.

Donations

Voluntary donations are accepted from clients for all programs including family planning services. Clients will NOT be pressured to make donations, and donations are not a prerequisite for the provision of services or supplies.

Returned Check Policy

If a client's check is returned:

1. We will notify the client.
    - We notify the client by telephone, if possible.
    - If a telephone number is not available, we will mail a notice.
    - We will inform and give the client a copy of Buncombe County's Returned Check Policy.

2. The client must replace all returned checks with cash, money order, and/or certified check. **We charge an additional $25.00 fee per returned check.**

3. If a client has two returned checks within a one-year period:
    - They will have to pay for services using cash, money order, and/or certified check for a period of one year.
    - After the one-year period expires, if another returned check occurs, the client must pay all future bills with cash, money order, and/or certified check.

[2] Ref: NCGS 105A-1 et seq.

Refunds

If a client or other third-party payer has overpaid their charges, the credit balance is either:

- Applied to future charges, or
- Refunded to the payer within thirty (30) days of discovery or request.

For the Environmental Health refund policy, see the program-specific information below (page 12).

Residency Requirements for Services

Some health services at BCHHS-DH are available only to persons who are residents of Buncombe County. The State requires that we provide some services regardless of a client's county of residence:

MUST be Buncombe County Resident

- Breast & Cervical Cancer Control Program (BCCCP) and WISEWOMAN program
- Health Promotion
- Immunizations—some adult vaccines (see note at right**)
- Nurse-Family Partnership
- WIC/Nutrition

County Residency NOT Required

- Communicable Disease Services (such as STIs, TB)
- Environmental Health (client does not have to be county resident, but services are provided only within Buncombe County)
- Family Planning
- ** Some immunizations, including child vaccines required for school attendance, certain adult vaccines (according to state guidelines)
- Refugee Health Screening and Immunizations
- Pre and Post Exposure Prophylaxis (PrEP/PEP)

Proof of Residency

- For services requiring Buncombe County Residency, proof of Buncombe County Residency is required for all new clients and at the yearly income assessment review.
- Clients are required to report any change of address.
- Documentation of residency may include:
  - Government-issued ID (such as a driver's license)
  - Utility receipt
  - Rent or mortgage statement
  - Collateral Statement completed by a non-relative
- We may make exceptions about documentation for homeless individuals who reside in Buncombe County.
- Clients who move out of Buncombe County have 30 days to obtain another provider. During these 30 days, they may continue to receive services at BCHHS-DH.

Program-Specific Information: Personal Health Services

Breast and Cervical Cancer Control Program (BCCCP) and WISEWOMAN Program

Is there a fee?

- No.

Is there a residency requirement?

- Yes. Clients must be residents of Buncombe County.

Program policies to note? (detailed below)

- BCCCP/WISEWOMAN Program Eligibility Requirements

BCCCP / WISEWOMAN Program Eligibility Requirements

- A person must be uninsured or under-insured to be eligible for the BCCCP and WISEWOMAN programs.
- Also, their family unit must have annual gross income at or below 250% of the Federal Poverty Income Level.

Persons in Family Unit	250% FPG (Annual)[3]
1	$33,975
2	$45,775
3	$57,575
4	$69,375
for each additional person, add	$11,800

The following persons are counted as part of the family unit, when determining income-based eligibility:

- Client
- Spouse of client
- All children under 18 years of age, including step-children who live in the home
- All children under the age of 26 and attending or enrolled in a university, a community college, or accredited private institution.
- (see Appendix 1, below, for further detail)

Family Planning

Priority for Family Planning services is to persons from low-income families and to individuals who would not otherwise have access to care. Inability to pay is not a barrier to the receipt of services. Services must be provided without the imposition of any durational residency requirement or requirement that the client be referred by a physician.

Is there a fee?

- Yes, based on the service requested and client's income (see "Confidential Services" note, below, about individual income and sliding fee scale).

How is the fee paid?

- Full payment, co-pay, or sliding scale percentage is due at time of service.
- BCHHS-DH currently participates with Medicaid (all 4 Managed Care Plans), Medicare, Blue Cross Blue Shield (except Blue Care), Cigna, United Healthcare (except Managed Care Plans), MedCost, Aetna, NC Health Choice, Coventry, Tricare, and Humana, Wellcare, Bright Health.
- BCHHS-DH will bill other third party payers, only as a courtesy.

[3] NC BCCCP and WISEWOMAN Income Guidelines; Effective January 11, 2019

- The client is ultimately responsible for any uncovered charges based on a sliding fee scale.

Is there a sliding fee scale?

- Yes. There is a sliding fee scale for Family Planning. (See Appendix 1, page 15, top table.) Also, see policy below on Confidential Services.

Program policies to note? (detailed below)

- Confidential Services

Is there a residency requirement?

- No. Services and sliding fee scale are available regardless of county of residence.

Confidential Services

All BCHHS-DH services are confidential. Teens and other family planning clients may have added privacy by requesting that no mailings are sent to their residence, no appointment reminders are left on voicemail, etc. For sliding fee scale eligibility (Appendix 1 below), clients requesting these additional privacy measures are considered to be a separate family unit. We only look at their own income, and the "economic unit" size is one person on the income table.

Health Promotion

Is there a fee?

- We may charge fees for health education and promotion services we provide to individuals or groups. Details and policies are specific to the program offered.

Is there a residency requirement?

- Yes. Clients must be residents of Buncombe County

Program policies to note?

- None

Immunizations

Is there a fee?

- There are fees for some adult and child immunizations.
- State Supplied vaccine is available at no charge to those who qualify.
- Contact the BCHHS Immunizations Clinic for further information.

How is the fee paid?

- For child immunizations only, we bill all insurance plans directly. After we receive the insurance payment, we send the client a bill if there is any unpaid balance (i.e., non-covered, out-of-network, or unmet deductible). If you are not able to pay in full at that time, you can contact our Accounting Office to make a payment plan.
- BCHHS-DH currently participates with these insurance programs: Medicaid (all 4 of Managed Care plans), Medicare, Blue Cross Blue Shield (except Blue Care), Cigna, United Healthcare (except Managed Care Plans), MedCost, Aetna, NC Health Choice, Coventry, Tricare, Wellcare, Bright Health, and Humana. If you are under one of these plans, we bill them directly for both adult and child immunizations.

- For adults who use some other insurance company or have no insurance at all, the client must

pay in full at the time of service.

Is there a sliding fee scale?

- No, except for post-exposure rabies treatment provided here at BCHHS-DH. (See note below).

Is there a residency requirement?

- No, not for those childhood immunizations that are required for school attendance.
- Yes, for some adult immunizations, the client must be a resident of Buncombe County. In accordance with state guidelines, some adult vaccines are provided regardless of county residency. (Contact the BCHHS Immunization Clinic for further information.)

Program policies to note? (detailed below)

- Post-Exposure Treatment for Rabies

Post-Exposure Treatment for Rabies

Rabies infection is fatal unless the person begins treatment right away. BCHHS-DH works with Mission Hospital to make sure any county resident who is exposed to rabies can receive the needed vaccine. After the initial exam and treatment at Mission, we can give any follow-up shots that are due during normal clinic hours.

The client is responsible for the cost of treatment at BCHHS-DH and at Mission Hospital. At BCHHS-DH, we do not require payment in advance for rabies treatment. No Buncombe County resident is turned away from getting follow-up rabies shots in our clinic. We will bill any insurance plan. If a client gets a bill from BCHHS-DH and cannot pay at that time, they can ask for a payment plan. To apply for the sliding fee scale, the client must also apply for any Rabies Vaccine Assistance Program for which they may be eligible. Proof of income is required. If a client is approved for the sliding fee scale, we apply this to any unpaid balance.

Nurse-Family Partnership

Is there a fee?

- There are no client fees for Nurse-Family Partnership services.
- We bill Medicaid, where appropriate.

Is there a residency requirement?

- Yes. Clients must be residents of Buncombe County.

Program policies to note?

- None

Refugee Health (Limited Services)

Is there a fee?

- There is a fee for refugees seeking **Change of Status** and requesting completion of the I-693 Vaccination Record for the US Citizenship and Immigration Services.
- TB and blood lead screening are provided at no charge to clients who qualify for Refugee Health services.
- State Supplied vaccine is available at no charge to those who qualify.
- Clients must go elsewhere for their Refugee Health Medical Exam and for any medical treatment that may be needed. Any fee for follow-up care is a matter between the client and whichever

medical office provides the service.

Is there a residency requirement?

- No

Program policies to note?

- The state's policy on "Refugee Health Assessments Provided in Health Departments" can be found at https://files.nc.gov/ncdma/documents/files/1d1.pdf.

Sexually Transmitted Infections (STI) and HIV Control

Is there a fee?

- There are no client fees for routine STI screenings.
- Client fees may be associated with non-routine STI screenings.
- We may bill Medicaid, Medicare, and third party payers where appropriate.

Is there a residency requirement?

- No

Program policies to note?

- None

HIV Pre-Exposure Prophylaxis

Is there a fee?

- Yes, based on the service requested and client's income (see "Confidential Services" note, below, about individual income and sliding fee scale).

Is there a residency requirement?

- No

Is there a sliding fee scale?

- **Yes.** There **is a sliding fee scale for PrEP.**

Program Policy to Note?

- No

How is the fee paid?

- Full payment, co-pay, or sliding scale percentage is due at time of service.
- BCHHS-DH currently participates with Medicaid, Medicare, Blue Cross Blue Shield (except Blue Care), Cigna, United Healthcare (except Managed Care Plans), MedCost, Aetna, NC Health Choice, Coventry, Tricare, and Humana.
- BCHHS-DH will bill other third party payers, only as a courtesy.
- The client is ultimately responsible for any uncovered charges based on a sliding fee scale.

HIV Post-Exposure Prophylaxis

Is there a fee?

- No

Is there a residency requirement?

- No

Is there a sliding fee scale?

- No

Program policies to note?

- None

Tuberculosis (TB)

Is there a fee?

- There are client fees for routine TB skin tests (or test waivers) for reasons such as employment or school admission.
- There are no client fees for routine TB control services.
- Client fees may be associated with non-routine TB testing (i.e., T-SPOT that is only available to certain clients).

How is the fee paid?

- Full payment or co-pay is the responsibility of the client or client's guardian.
- BCHHS-DH currently participates with Medicaid, Medicare, Blue Cross Blue Shield (except Blue Care), Cigna, United Healthcare (except Managed Care Plans), NC Health Choice, Coventry, Tricare, and Humana.
- We may bill Medicaid, as appropriate, for TB control services.

Is there a sliding fee scale?

- No

Is there a residency requirement?

- No
- All local health departments in North Carolina coordinate TB prevention and control efforts in their county. To better ensure continuity of care, out-of-county residents are strongly encouraged to work with their local county health department. We are happy to help clients contact their health department to arrange for needed services.

Program policies to note?

- None

WIC / Nutrition

Is there a fee?

- There are no client fees for WIC services.

Is there a residency requirement?

- Yes. This service is only available to North Carolina residents.

Program policies to note?

- WIC Program Eligibility Requirements

Program-Specific Information: Property Owners & Businesses

Environmental Health

Is there a fee?

- Yes
- For tests not listed on the BCHHS-DH fee schedule, water sample fees charged by Environmental Health will follow the NC State Laboratory of Public Health's fee schedule with the addition of an administrative fee.

How is the fee paid?

- Fees are collected before services are rendered.

Is there a sliding fee scale?

- No

Is there a residency requirement?

- No

Program policies to note? (detailed below)

- Refund Policy
- Rate Adjustment Policy
- Fee Reduction/Waiver Policy
- Definition of Temporary Tattoo Permit and Guest Artist

Refund Policy

Fee payments are generally non-refundable once a service has been rendered by the agency. Service is considered rendered when an Environmental Health Specialist has substantially delivered the requested service. Fees cannot be refunded because the applicant no longer wishes to pursue the original project, except under the conditions described below.

General Refund Procedure:

- Program supervisor makes a recommendation to issue a refund.
- Director of Environmental Health must sign and approve all such refunds.
- Director of Environmental Health may approve exceptions to the policies below, when there are unusual or extenuating circumstances.
- Applications not acted upon within 60 days will be considered inactive, until the Department is notified by the applicant. Inactive applications may be refunded upon request, within one year of the application date.
- If the original service has not been rendered, client may request that fee payments be transferred to other services. The transfer must be accomplished upon cancellation of the original service.

Specific Refund Procedures:

Improvement Permits (Initial site evaluation to determine site suitability)

- May be refunded if the service has not been rendered. In this case, refunds for this service are to be the full amount of the original fee.
- Refunds are not to be issued where the Environmental Health Specialist determines that the property cannot be used for the intended project. In this case, services are

considered rendered regardless of the outcome or the amount of time spent making the determination.

Authorization to Construct (May be issued in conjunction with Improvement Permit)

- Fees are collected for three separate services:
  - *Improvement Permit* (initial site evaluation to determine site suitability)
  - *Construction Authorization* (for the purpose of obtaining a building permit)
  - *Operations Permit* (for the purpose of obtaining final approval)
- Because there are three separate services, applicants may be entitled to a refund for one or all services.
- If no service has been rendered the applicant may request a full refund or transfer of the fee to another service.
- If the applicant has received a Construction Authorization Permit but does not wish to pursue installing the approved septic system, they are entitled to a refund equal to one-third the original fee.
- Property that is denied a Construction Authorization will receive a refund equal to two-thirds of the original fee.

Authorization to Construct/Existing System (Revision/Expansion/Relocation)

- If no service has been rendered the applicant may request a full refund or transfer of the fee to another service.
- No refund will be made when service is rendered and authorization is denied.

Existing System Inspection

- If no service has been rendered the applicant may request a full refund or transfer of the fee to another service.
- No refund will be made when service is rendered and approval is denied.

Well Permit / Inspection

- If no service has been rendered the applicant may request a full refund or transfer of the fee to another service.
- If an applicant has received a service related to well construction, but does not wish to pursue drilling the approved well or well approval is denied, he/she is entitled to a refund equal to half the original fee.

Rate Adjustment Policy

Payment for an application is valid for 6 months. If initial action on the application is requested more than 6 months from initial payment of the fee, the applicant will be required to pay the difference (if any) between the original fee and the current fee before action can proceed. In the event of a reduction in fees, the applicant will be refunded the difference between the old fee and any reduced fee amount.

Fee Waiver/Reduction Policy

It is the policy of Buncombe County Environmental Health to waive or reduce fees related to septic systems and wells during environmentally extenuating circumstances, which include man-made or natural disasters such as fire, flooding, drought, etc.

Definition of Temporary Tattoo Permit and Guest Tattoo Artist

A temporary tattoo permit is a permit issued to a tattoo artist at an organized tattooing event not to exceed 7 days. The organized tattoo event must have a minimum of 15 tattoo artists and at a minimum meet the requirements of NCGS 130A-283 and Rules Governing Tattooing 15A NCAC 18A. 3200.

A guest artist is a tattoo artist that has a tattoo permit issued by another county or state and operates out of an existing permitted Buncombe County tattoo establishment for a period not to exceed a total of 90 days per calendar year. Guest artist applications must be received 15 days prior to permitting.

Appendix 1: Sliding Fee Scales

Buncombe County Health and Human Services-Department of Health – Sliding Fee Scales for FY23

For services that are eligible for Sliding Fee Scale payment, BCHHS-DH uses the current DHHS Federal Poverty Guidelines as published in the *Federal Register*. Fees may be subject to change during the fiscal year.

FY 2022 Sliding Fee Scale for Family Planning Services (Up to 250% FPL - Effective 02/1/2022 - 01/31/2023)

# Persons in Econ. Unit	% of Clinic Fee Charged to Client, According to Economic Unit Size & Income																					
	0% Pay			20% Pay			40% Pay			60% Pay			80% Pay			100% Pay					
1	0	-	13,590	13,591	-	18,686	18,687	-	23,783	23,784	-	28,879	28,880	-	33,974	33,975	-	Over
2	0	-	18,310	18,311	-	25,176	25,177	-	32,043	32,044	-	38,909	38,910	-	45,774	45,775	-	Over
3	0	-	23,030	23,031	-	31,666	31,667	-	40,303	40,304	-	48,939	48,940	-	57,574	57,575	-	Over
4	0	-	27,750	27,751	-	38,156	38,157	-	48,563	48,564	-	58,969	58,970	-	69,374	69,375	-	Over
5	0	-	32,470	32,471	-	44,646	44,647	-	56,823	56,824	-	68,999	69,000	-	81,174	81,175	-	Over
6	0	-	37,190	37,191	-	51,136	51,137	-	65,083	65,084	-	79,029	79,030	-	92,974	92,975	-	Over
7	0	-	41,910	41,911	-	57,626	57,627	-	73,343	73,344	-	89,059	89,060	-	104,774	104,775	-	Over
8	0	-	46,630	46,631	-	64,116	64,117	-	81,603	81,604	-	99,089	99,090	-	116,574	116,575	-	Over
9	0	-	51,350	51,351	-	70,606	70,607	-	89,863	89,864	-	109,119	109,120	-	128,374	128,375	-	Over
10	0	-	56,070	56,071	-	77,096	77,097	-	98,123	98,124	-	119,149	119,150	-	140,174	140,175	-	Over
11	0	-	60,790	60,791	-	83,586	83,587	-	106,383	106,384	-	129,179	129,180	-	151,974	151,975	-	Over
12	0	-	65,510	65,511	-	90,076	90,077	-	114,643	114,644	-	139,209	139,210	-	163,774	163,775	-	Over
13	0	-	72,080	72,081	-	99,110	99,111	-	126,140	126,141	-	153,170	153,171	-	180,199	180,200	-	Over
14	0	-	76,620	76,621	-	105,353	105,354	-	134,085	134,086	-	162,818	162,819	-	191,549	191,550	-	Over
15	0	-	81,160	81,161	-	111,595	111,596	-	142,030	142,031	-	172,465	172,466	-	202,899	202,900	-	Over
	≤100% FPL			>100% & ≤137.5% FPL			>137.5% & ≤175% FPL			>175% & ≤212.5% FPL			>212.5% & <250% FPL			≥250% FPL					
	FY 2022 - Client's Economic Unit Income as % of Federal Poverty Level																					

FY 2022 Sliding Fee Scale for Any Other Eligible Service (Up to 200% FPL - Effective 2/1/2022 -1/31/2023)

# Persons in Econ.	% of Clinic Fee Charged to Patient, According to Economic Unit Size & Income																					
	0% Pay			20% Pay			40% Pay			60% Pay			80% Pay			100% Pay					
1	0	-	13,590	13,591	-	16,988	16,989	-	20,385	20,386	-	23,783	23,784	-	27,179	27,180	-	Over
2	0	-	18,310	18,311	-	22,888	22,889	-	27,465	27,466	-	32,043	32,044	-	36,619	36,620	-	Over
3	0	-	23,030	23,031	-	28,788	28,789	-	34,545	34,546	-	40,303	40,304	-	46,059	46,060	-	Over
4	0	-	27,750	27,751	-	34,688	34,689	-	41,625	41,626	-	48,563	48,564	-	55,499	55,500	-	Over
5	0	-	32,470	32,471	-	40,588	40,589	-	48,705	48,706	-	56,823	56,824	-	64,939	64,940	-	Over
6	0	-	37,190	37,191	-	46,488	46,489	-	55,785	55,786	-	65,083	65,084	-	74,379	74,380	-	Over
7	0	-	41,910	41,911	-	52,388	52,389	-	62,865	62,866	-	73,343	73,344	-	83,819	83,820	-	Over
8	0	-	46,630	46,631	-	58,288	58,289	-	69,945	69,946	-	81,603	81,604	-	93,259	93,260	-	Over
9	0	-	51,350	51,351	-	64,188	64,189	-	77,025	77,026	-	89,863	89,864	-	102,699	102,700	-	Over
10	0	-	56,070	56,071	-	70,088	70,089	-	84,105	84,106	-	98,123	98,124	-	112,139	112,140	-	Over
11	0	-	60,790	60,791	-	75,988	75,989	-	91,185	91,186	-	106,383	106,384	-	121,579	121,580	-	Over
12	0	-	65,510	65,511	-	81,888	81,889	-	98,265	98,266	-	114,643	114,644	-	131,019	131,020	-	Over
13	0	-	72,080	72,081	-	90,100	90,101	-	108,120	108,121	-	126,140	126,141	-	144,159	144,160	-	Over
14	0	-	76,620	76,621	-	95,775	95,776	-	114,930	114,931	-	134,085	134,086	-	153,239	153,240	-	Over
15	0	-	81,160	81,161	-	101,450	101,451	-	121,740	121,741	-	142,030	142,031	-	162,319	162,320	-	Over
	≤100% FPL			>100% & ≤125% FPL			>125% & ≤150% FPL			>150% & ≤175% FPL			>175% & <200% FPL			≥200% FPL					
	FY 2022 - Client's Economic Unit Income as % of Federal Poverty Level																					

Guidelines for Determining Eligibility for Sliding Fee Scale

How does the Sliding Fee Scale work?

- Clients must show proof of income and family size.
- Staff will use this information to determine what percent of fees a client must pay, based on the sliding fee scale (above).
- For Family Planning clients:
  - Reasonable effort will be made to obtain proof of income from the client including verifying income through access to enrollment in another program within the agency.
  - If the client does not provide proof of income, and income cannot be verified through access to enrollment in another program within the agency, client stated income shall be used.
  - If the client refuses to provide a verbal declaration of income, and income cannot be verified through access to enrollment in another program within the agency, the client shall be charged 100% of the cost of services after informing the client that failure to declare income will result in the client owing 100% of the fee.

- Clients at or below 100% of the Federal Poverty Level are not charged for Family Planning services.
- For all other clients:
  - If income cannot be confirmed at the time of screening, or if a client declines to provide information to verify income, the charge for services will be at 100% pay.
- If proof of income is received at a later date, retroactive adjustments are limited to charges within the past business 30 days based on the applicable fiscal year fee scale at the time of service.
- If clients report false information, they will no longer be allowed to use the sliding scale, except for Family Planning service fees.
- Eligibility for reduced fees will be re-checked:
  - Anytime the client's income and household size changes, and/or once every 12 months.
  - A client's Sliding Fee Scale percentage can change based on updated Federal Poverty level guidelines.
- A Clinical Services Nurse Supervisor or Practice Manager may make exceptions to the fee policies for those who are unable, for good cause, to pay for family planning services. If this situation occurs, documentation of the process is required.
- Clients are not denied services or subjected to variation in quality of services because of the inability to pay.

Which BCHHS-DH services offer a Sliding Fee Scale*?

- Family Planning services, HIV Pre-Exposure Prophylaxis services and Post-Exposure Rabies Treatment.

*There may be conditions on when the sliding fee scale applies (see sections above).

When does the Sliding Fee Scale discount NOT apply?

- For insurance co-payments
- For certain service charges, including:
  - **Pharmaceutical** charges for **Foreign Travel** medications
  - **Environmental Health** services
  - **Immunization** services, except post exposure rabies injections
  - **Refugee** services
  - **Medical Records** copies
  - Certain other "Miscellaneous" services

How often is a client screened for Sliding Fee Scale eligibility?

We review financial information on clients to see if they are eligible for reduced fees on the BCHHS-DH Sliding Fee Scale (tables on page 16). The Economic Unit is the method of income collection used to determine financial eligibility for patient fees. We do financial screening:

- on all new clients;
- when clients report that family size and/or income has changed;
- if it has been **1 year** or more since they were last screened.

Who is considered a member of the "family" for determining eligibility?

Definition of Family Size/Household and Countable Gross Income

1. **Family**: A family of two or more is defined as a group of persons related by birth, marriage, adoption, or a defined dependent relationship, who live together in a household. Persons are considered members of a "family" when their production of income and consumption of goods

are related.

- A client with no income must be considered part of the larger family unit that is providing support to the client.
- Groups of persons living in the same house with other people may be considered a separate family unit. For example, if two sisters and their children live in the same house and both work and support their own children, they would be considered two separate households.

2. **Dependent Status**: Dependent household members are defined as those persons for whom the head of household:
   - has a legal responsibility to support, or
   - has voluntarily extended support

   These relationships are usually defined as legal adoptions and guardianships. Guardianship status must be supported by court documents defining the guardian relationship/responsibility.
   Exceptions:
   - A foster child assigned by DSS shall always be considered a family of one.
   - **Teens and others requesting confidential Family Planning Services will have their income assessed as a family of one.**

3. **Family/Household Income:** Dollar amounts represent gross monthly income, the total cash receipts before taxes, from all sources. This is the total of all household income from each "counted" family member.

4. **Income Sources**: All income from full or part time employment, produced by all dependents, must be declared as part of the household income**.** Income sources include:
   - Salaries and wages
   - Earnings from self-employment (deduct business expenses, except depreciation)
   - Interest income
   - All investment and rental income
   - Public assistance
   - Unemployment benefits
   - Worker's compensation
   - Military allotments
   - Social Security benefits
   - VA benefits
   - Retirement and pension pay
   - Insurance or annuity plans
   - Gaming proceeds and any other income not represented here that contributes to the household consumption of goods. This list is not all-inclusive.

5. **Income Verification:** We require income verification before a client can be eligible for a sliding scale discount. Any **one** of the following is acceptable:
   - Current pay stubs
   - Signed note from employer that shows client's income before taxes are taken out
   - W-2 Forms
   - Unemployment letter
   - Award letter from Social Security Office, VA, or Railroad Retirement Board
   - 1099's received from IRS
   - Paper from the IRS that shows client did not file taxes

- Self-employed clients may bring accounting records or income tax return for the most recent calendar year. (Entire tax return must be provided in order to allow deductions for business expenses.)

Appendix 2: Service Fees

Service Fees are subject to change throughout the year. We are happy to speak with you by phone or in person to tell you what a service costs, answer questions about our fees, and provide fee documentation on request. To speak with the Accounting Department, call 828-250-5218.

Medical Records Copy Charges

The BCHHS-DH charges for Medical Record and Environmental Health Record copies are within the limits set by North Carolina state law (GS §90-411).

Copying charges are:

- $.75 per page for up to 25 pages;
- $.50 per page for pages 26 through 100;
- $.25 for each page thereafter.

The table at right shows the specific charge from 1 to 150 pages.

For copy requests greater than 150 pages, the charge is $68.75 plus an additional $.25 for each page over 150.

#Pgs	Charge	#Pgs	Charge	#Pgs	Charge
1	$ 0.75	51	$ 31.75	101	$ 56.50
2	$ 1.50	52	$ 32.25	102	$ 56.75
3	$ 2.25	53	$ 32.75	103	$ 57.00
4	$ 3.00	54	$ 33.25	104	$ 57.25
5	$ 3.75	55	$ 33.75	105	$ 57.50
6	$ 4.50	56	$ 34.25	106	$ 57.75
7	$ 5.25	57	$ 34.75	107	$ 58.00
8	$ 6.00	58	$ 35.25	108	$ 58.25
9	$ 6.75	59	$ 35.75	109	$ 58.50
10	$ 7.50	60	$ 36.25	110	$ 58.75
11	$ 8.25	61	$ 36.75	111	$ 59.00
12	$ 9.00	62	$ 37.25	112	$ 59.25
13	$ 9.75	63	$ 37.75	113	$ 59.50
14	$ 10.50	64	$ 38.25	114	$ 59.75
15	$ 11.25	65	$ 38.75	115	$ 60.00
16	$ 12.00	66	$ 39.25	116	$ 60.25
17	$ 12.75	67	$ 39.75	117	$ 60.50
18	$ 13.50	68	$ 40.25	118	$ 60.75
19	$ 14.25	69	$ 40.75	119	$ 61.00
20	$ 15.00	70	$ 41.25	120	$ 61.25
21	$ 15.75	71	$ 41.75	121	$ 61.50
22	$ 16.50	72	$ 42.25	122	$ 61.75
23	$ 17.25	73	$ 42.75	123	$ 62.00
24	$ 18.00	74	$ 43.25	124	$ 62.25
25	$ 18.75	75	$ 43.75	125	$ 62.50
26	$ 19.25	76	$ 44.25	126	$ 62.75
27	$ 19.75	77	$ 44.75	127	$ 63.00
28	$ 20.25	78	$ 45.25	128	$ 63.25
29	$ 20.75	79	$ 45.75	129	$ 63.50
30	$ 21.25	80	$ 46.25	130	$ 63.75
31	$ 21.75	81	$ 46.75	131	$ 64.00
32	$ 22.25	82	$ 47.25	132	$ 64.25
33	$ 22.75	83	$ 47.75	133	$ 64.50
34	$ 23.25	84	$ 48.25	134	$ 64.75
35	$ 23.75	85	$ 48.75	135	$ 65.00
36	$ 24.25	86	$ 49.25	136	$ 65.25
37	$ 24.75	87	$ 49.75	137	$ 65.50
38	$ 25.25	88	$ 50.25	138	$ 65.75
39	$ 25.75	89	$ 50.75	139	$ 66.00
40	$ 26.25	90	$ 51.25	140	$ 66.25
41	$ 26.75	91	$ 51.75	141	$ 66.50
42	$ 27.25	92	$ 52.25	142	$ 66.75
43	$ 27.75	93	$ 52.75	143	$ 67.00
44	$ 28.25	94	$ 53.25	144	$ 67.25
45	$ 28.75	95	$ 53.75	145	$ 67.50
46	$ 29.25	96	$ 54.25	146	$ 67.75
47	$ 29.75	97	$ 54.75	147	$ 68.00
48	$ 30.25	98	$ 55.25	148	$ 68.25
49	$ 30.75	99	$ 55.75	149	$ 68.50
50	$ 31.25	100	$ 56.25	150	$ 68.75

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Family Planning	Established patient -- complex visit -- 40 minutes	Office Visit	$ 185.00	per visit
Clinical Services	Family Planning	Established patient -- detailed visit -- 25 minutes	Office Visit	$ 150.00	per visit
Clinical Services	Family Planning	Established patient -- expanded visit -- 15 minutes	Office Visit	$ 113.00	per visit
Clinical Services	Family Planning	Established patient -- limited visit -- 10 minutes	Office Visit	$ 80.00	per visit
Clinical Services	Family Planning	Established patient -- nurse only visit -- 5 minutes	Office Visit	$ 48.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 12 - 17	Office Visit	$ 169.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 18 - 39	Office Visit	$ 176.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 40 - 64	Office Visit	$ 199.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 65+	Office Visit	$ 215.00	per visit
Clinical Services	Family Planning	New patient -- complex visit -- 60 minutes	Office Visit	$ 251.00	per visit
Clinical Services	Family Planning	New patient -- detailed visit -- 30 minutes	Office Visit	$ 160.00	per visit
Clinical Services	Family Planning	New patient -- expanded visit -- 20 minutes	Office Visit	$ 97.00	per visit
Clinical Services	Family Planning	New patient -- moderate visit -- 45 minutes	Office Visit	$ 225.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 12 - 17	Office Visit	$ 169.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 18 - 39	Office Visit	$ 176.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 40 - 64	Office Visit	$ 199.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 65+	Office Visit	$ 215.00	per visit

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Family Planning	Phone established patient visit 11-20 minutes	Office Visit	$ 84.00	per visit
Clinical Services	Family Planning	Phone established patient visit 21-30 minutes	Office Visit	$ 110.00	per visit
Clinical Services	Family Planning	Phone established patient visit 5-10 minutes	Office Visit	$ 46.00	per visit
Clinical Services	Immunization	Diphtheria, Tetanus, and Pertussis Vaccine (DTaP)	Vaccine	$ 55.00	per vaccine
Clinical Services	Immunization	DTaP-Haemophilus influenzae type B-Inactivated Poliovirus	Vaccine	$ 130.00	per vaccine
Clinical Services	Immunization	DTaP-Hepatitis B-Inactivated Poliovirus Vaccine	Vaccine	$ 115.00	per vaccine
Clinical Services	Immunization	DTaP-IPV Vaccine	Vaccine	$ 79.00	per vaccine
Clinical Services	Immunization	Foreign Travel Prescription Fee (per prescription)	Prescription fee	$ 10.00	per vaccine
Clinical Services	Immunization	Foreign Travel Prescription Rewrite Fee (per prescription)	Prescription fee	$ 10.00	per vaccine
Clinical Services	Immunization	Haemophilus influenzae type B (Hib) Vaccine (ActHIB)	Vaccine	$ 39.00	per vaccine
Clinical Services	Immunization	Hepatitis A and Hepatitis B Vaccine, adult	Vaccine	$ 141.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, adult	Vaccine	$ 100.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, pediatric	Vaccine	$ 57.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (2 shot series)	Vaccine	$ 156.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (3 shot series)	Vaccine	$ 87.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, pediatric	Vaccine	$ 48.00	per vaccine
Clinical Services	Immunization	Human Papillomavirus Vaccine, HPV9	Vaccine	$ 295.00	per vaccine
Clinical Services	Immunization	Influenza Quadrivalent Vaccine, inactivated (6 months of age or older)	Vaccine	$ 40.00	per vaccine

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Immunization	Influenza Quadrivalent Vaccine, live (FluMist)	Vaccine	$ 40.00	per vaccine
Clinical Services	Immunization	Influenza Trivalent High-Dose Vaccine, inactivated (65 years of age & older)	Vaccine	$ 71.00	per vaccine
Clinical Services	Immunization	Influenza Trivalent Vaccine, inactivated, egg-free (18 years of age & older)	Vaccine	$ 71.00	per vaccine
Clinical Services	Immunization	International Certificate of Vaccination (WHO card) Replacement Fee	Vaccine verification card	$ 10.00	per vaccine
Clinical Services	Immunization	Japanese Encephalitis Virus Vaccine	Vaccine	$ 340.00	per vaccine
Clinical Services	Immunization	Lifetime Immunization Card Replacement Fee	Vaccine verification card	$ 5.00	per vaccine
Clinical Services	Immunization	Measles, Mumps, and Rubella Virus Vaccine	Vaccine	$ 113.00	per vaccine
Clinical Services	Immunization	Measles, Mumps, Rubella, and Varicella Virus Vaccine	Vaccine	$ 289.00	per vaccine
Clinical Services	Immunization	Meningococcal Group B Vaccine	Vaccine	$ 215.00	per vaccine
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine	Vaccine	$ 166.00	per vaccine
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine (MenQuadfi)	Vaccine	$ 174.00	per vaccine
Clinical Services	Immunization	Pneumococcal 13-Valent Conjugate Vaccine (PCV13)	Vaccine	$ 257.00	per vaccine
Clinical Services	Immunization	Pneumococcal 23-Valent Polysaccharide Vaccine (PPSV23)	Vaccine	$ 148.00	per vaccine
Clinical Services	Immunization	Poliovirus Vaccine, inactivated	Vaccine	$ 59.00	per vaccine
Clinical Services	Immunization	Rabies Vaccine for pre- and post-exposure prophylaxis	Vaccine	$ 412.00	per vaccine
Clinical Services	Immunization	Rotavirus Vaccine	Vaccine	$ 119.00	per vaccine
Clinical Services	Immunization	Tetanus and Diphtheria Toxoids	Vaccine	$ 59.00	per vaccine

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Immunization	Tetanus, Diphtheria, and Pertussis Vaccine	Vaccine	$ 71.00	per vaccine
Clinical Services	Immunization	Typhoid VI Polysaccharide Vaccine	Vaccine	$ 109.00	per vaccine
Clinical Services	Immunization	Varicella (chickenpox) Virus Vaccine	Vaccine	$ 184.00	per vaccine
Clinical Services	Immunization	Yellow Fever Vaccine	Vaccine	$ 150.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, live	Vaccine	$ 251.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, recombinant	Vaccine	$ 197.00	per vaccine
Clinical Services	Immunization	Vaccine Admin fee, 1st shot	Admin Fee	$ 21.00	per vaccine
Clinical Services	Immunization	Vaccine Admin fee, 2 or more shots	Admin Fee	$ 21.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	30 mcg Pfizer 3rd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Pfizer 5-11 year old 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Pfizer 5-11 year old 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 1st vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 2nd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	100 mcg Moderna 3rd vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	50 mcg Moderna vaccine	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Johnson & Johnson COVID Admin Fee	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	In-home COVID vaccine admin	COVID Admin Fee	$ 75.00	per vaccine
Clinical Services	Laboratory	Basic Metabolic Panel	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Cervical Cancer Screening (Pap test +/- HPV testing)	Lab test	$ 48.00	per test
Clinical Services	Laboratory	COVID Test	Lab test	$ 100.00	per test
Clinical Services	Laboratory	Fingerstick	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Glucose Blood Test	Lab test	$ 12.00	per test
Clinical Services	Laboratory	Gonorrhea Culture	Lab test	$ 15.00	per test
Clinical Services	Laboratory	Hemoglobin A1c Test	Lab test	$ 13.00	per test
Clinical Services	Laboratory	HIV Confirmatory Test - PrEP Only	Lab test	$ 42.00	per test

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Laboratory	HIV Test - PrEP Only	Lab test	$ 6.00	per test
Clinical Services	Laboratory	Lipid Panel	Lab test	$ 26.00	per test
Clinical Services	Laboratory	RPR Titer Quantitative	Lab test	$ 20.00	per test
Clinical Services	Laboratory	T-SPOT (blood test for tuberculosis)	Lab test	$ 80.00	per test
Clinical Services	Laboratory	Tuberculosis (TB) Skin Test (PPD)	Lab test	$ 28.00	per test
Clinical Services	Laboratory	Urethral Gram Stain	Lab test	$ 20.00	per test
Clinical Services	Laboratory	Urine Pregnancy Test	Lab test	$ 15.00	per test
Clinical Services	Laboratory	Venipuncture	Lab test	$ 10.00	per test
Clinical Services	Laboratory	Wet Prep	Lab test	$ 21.00	per test
Clinical Services	Methods and Treatments	Birth Control Pills		$2.52-$7.56	
Clinical Services	Methods and Treatments	Depo-Provera (intramuscular)		$ 87.00	per dose
Clinical Services	Methods and Treatments	Depo-Provera (intramuscular) - U*	*340B pricing for un/underinsured	$ 5.41	per unit
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous)		$ 60.32	per dose
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous) - U*	*340B pricing for un/underinsured	$ 18.17	per unit
Clinical Services	Methods and Treatments	Diaphragm		$ 69.80	per diaphragm
Clinical Services	Methods and Treatments	Diaphragm fitting fee		$ 60.00	per diaphragm
Clinical Services	Methods and Treatments	Emergency contraceptive pill		$ 8.95	per treatment
Clinical Services	Methods and Treatments	Genital Wart -- Initial Treatment		No charge	per treatment
Clinical Services	Methods and Treatments	Genital Wart -- Subsequent Treatments		$ 10.00	per treatment
Clinical Services	Methods and Treatments	Genital Wart - Cryotherapy Treatment		$ 10.00	per treatment
Clinical Services	Methods and Treatments	IUD - Kyleena		$ 985.00	per unit

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Methods and Treatments	IUD - Kyleena - U*	*340B pricing for un/underinsured	$ 573.99	per unit
Clinical Services	Methods and Treatments	IUD - Liletta		$ 775.00	per unit
Clinical Services	Methods and Treatments	IUD - Liletta - U*	*340B pricing for un/underinsured	$ 93.19	per unit
Clinical Services	Methods and Treatments	IUD - Mirena		$ 973.00	per unit
Clinical Services	Methods and Treatments	IUD - Mirena - U*	*340B pricing for un/underinsured	$ 307.99	per unit
Clinical Services	Methods and Treatments	IUD - Paragard		$ 903.00	per unit
Clinical Services	Methods and Treatments	IUD - Paragard - U*	*340B pricing for un/underinsured	$ 247.16	per unit
Clinical Services	Methods and Treatments	IUD - Skyla		$ 887.00	per unit
Clinical Services	Methods and Treatments	IUD - Skyla - U*	*340B pricing for un/underinsured	$ 465.02	per unit
Clinical Services	Methods and Treatments	IUD Insertion		$ 150.00	per procedure
Clinical Services	Methods and Treatments	IUD Removal		$ 98.00	per procedure
Clinical Services	Methods and Treatments	Molluscum Treatment		$ 10.00	per treatment
Clinical Services	Methods and Treatments	Nexplanon		$ 1,000.00	per unit
Clinical Services	Methods and Treatments	Nexplanon - U*	*340B pricing for un/underinsured	$ 399.00	per unit
Clinical Services	Methods and Treatments	Nexplanon Insertion		$ 102.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal		$ 118.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal and Insertion		$ 183.00	per procedure

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Clinical Services	Methods and Treatments	Nuvaring		$ 170.00	per ring
Clinical Services	Methods and Treatments	NuvaRing - U*	*340B pricing for un/underinsured	$ 0.01	per ring
Clinical Services	Methods and Treatments	Spermicide		$ 8.72	per dose
Clinical Services	Refugee Health	Change of Status Paperwork	Change of Status Paperwork	$ 30.00	per request
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review (existing greater than 500 sq. ft)	These fees are charged for food service plan review and evaluation	$ 150.00	per application
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review (new)	These fees are charged for food service plan review and evaluation	$ 250.00	per application
Environmental Health	Food, Lodging, & Institutions	Food Service Plan Review Renovation/Addition (less than 500 sq. ft)	These fees are charged for food service plan review and evaluation	$ 100.00	per application
Environmental Health	Food, Lodging, & Institutions	In Service Day Care class	This fee is associated with offering continuing education training to child care employees/operators.	$ 40.00	Per application
Environmental Health	Food, Lodging, & Institutions	Limited Food Establishment Permit	These fees are charged for food service plan review and evaluation	$ 75.00	per application
Environmental Health	Food, Lodging, & Institutions	Mobile Food Unit Plan Review	These fees are charged for food service plan review and evaluation	$ 175.00	per application
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Permit, annual	These fees are charged to permit public swimming pools	$ 250.00	per application

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Permit, seasonal	These fees are charged to permit public swimming pools	$ 200.00	per application
Environmental Health	Food, Lodging, & Institutions	Public Swimming Pool Plan Review (per body of water)	These fees are charged to permit public swimming pools	$ 300.00	per application
Environmental Health	Food, Lodging, & Institutions	Re-Visit Fee (Public swimming pools, if unable to permit)	This fee is charged when a public swimming pool is not adequately prepared for a permitting visit	$ 75.00	per additional visit
Environmental Health	Food, Lodging, & Institutions	Serve Safe Food Certification classes	This fee is associated with offering the ServeSafe Food Certification class	$ 200.00	per application
Environmental Health	Food, Lodging, & Institutions	Tattoo Parlor Permit, annual	This fee is charged to permit a tattoo artist	$ 175.00	per application
Environmental Health	Food, Lodging, & Institutions	Temporary Food Establishment Permit	These fees are set by NC General Statute and charged for food vendors associated with temporary events/festivals	$ 75.00	per application

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Food, Lodging, & Institutions	Temporary Tattoo* or Guest Tattoo Artist Permit **	This fee is charged to permit a tattoo artist associated with a temporary tattoo event **OR** a tattoo artist who is a guests tattooer in a permitted tattoo establishment.* A temporary tattoo permit is a permit issued to a tattoo artist at an organized tattooing event not to exceed 7 days. The organized tattoo event must have a minimum of 15 tattoo artists and at a minimum meet the requirements of NCGS 130A-283 and Rules Governing Tattooing 15A NCAC 18A. 3200. **A guest artist is a tattoo artist that has a tattoo permit issued by another county or state and operates out of an existing permitted Buncombe County tattoo establishment for a period not to exceed a total of 90 days per calendar year.	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Construction Authorization, Improvement & Operation Permits - commerical & industrial - First 500 gallons	These fees are charged for septic permits	$ 525.00	per application
Environmental Health	Onsite Wastewater & Wells	Construction Authorization, Improvement & Operation Permits - commerical & industrial - For each additional 500 gal (round to nearest 500 gal), add:	These fees are charged for septic permits	$ 250.00	per application
Environmental Health	Onsite Wastewater & Wells	Revisit fee (site not ready)	These fees are charged when a site is not adequately prepared for an evaluation	$ 75.00	per additional visit

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct (w/ existing improvement permit) includes operations permit	These fees are charged for septic permits	$ 350.00	per application
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct (w/o existing improvement permit) includes operations permit	These fees are charged for septic permits	$ 550.00	per application
Environmental Health	Onsite Wastewater & Wells	Authorization to Construct Revision/Expansion	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Bacterial + Chemical Analysis Site Visit	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Bacterial Analysis Well Site Visit	These fees are charged for water samples	$ 75.00	per application
Environmental Health	Onsite Wastewater & Wells	Resample if Positive		No charge	Initial resample only
Environmental Health	Onsite Wastewater & Wells	Chemical Panel	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Chemical Panel w/ Nitrate/Nitrites	These fees are charged for water samples	$ 125.00	per application
Environmental Health	Onsite Wastewater & Wells	Existing System Inspection	These fees are charged for septic permits	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Herbicides	These fees are charged for water samples	$ 100.00	per application

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Improvement Permit-Residential, Commercial, & Industrial - First 500 Gallons	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Improvement Permit-Residential, Commercial, & Industrial - For each additional 500 gallons (round to the nearest 500 gallons)	These fees are charged for septic permits	$ 250.00	per application
Environmental Health	Onsite Wastewater & Wells	Improvement Permit revision	These fees are charged for septic permits	$ 200.00	per application
Environmental Health	Onsite Wastewater & Wells	Nitrate/Nitrites	These fees are charged for water samples	$ 50.00	per application
Environmental Health	Onsite Wastewater & Wells	Pesticides	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Petroleum	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Septic system repair	These fees are charged for septic permits	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Volatile Organic Compounds (VOCs)	These fees are charged for water samples	$ 100.00	per application
Environmental Health	Onsite Wastewater & Wells	Water Sample - no site visit (Self-Collect)	These fees are charged for water samples	$ 50.00	per application

Department	Program	Fee Name	Fee Description	FY23 Fee	FY23 unit
Environmental Health	Onsite Wastewater & Wells	Well Permit Fee	These fees are charged for well permits	$ 350.00	per application

Class Title	Min	Mid	Max	Grade	FLSA
Accountant	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Accounting and Reporting Manager	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Accounting Specialist	$ 46,202.32	$ 58,907.98	$ 71,613.60	3002	Exempt
Accounting Supervisor	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Accounting Technician I	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Accounting Technician II	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Accounting Technician III	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Administrative Assistant	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Administrative Coordinator I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Administrative Coordinator II	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Administrative Coordinator III	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Administrative Coordinator IV	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Administrative Officer	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Administrative Support Associate I	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Administrative Support Associate II	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Administrative Support Associate III	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Administrative Support Associate IV	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Advanced Practice Clinician	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Air Quality Coordinator	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Air Quality Director	$ 90,886.96	$ 115,880.89	$ 140,874.79	3012	Exempt
Air Quality Field Services Program Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Air Quality Permitting Program Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Air Quality Specialist	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Appraisal Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Arson Investigator	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Assistant County Manager	$ 119,134.26	$ 151,896.21	$ 184,658.11	3016	Exempt
Assistant EMS Operations Supervisor	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Assistant Finance Director	$ 84,941.08	$ 108,299.90	$ 131,658.68	3011	Exempt
Assistant Fire Marshal	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Assistant Register of Deeds	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Attorney I	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt
Attorney II	$ 84,941.08	$ 108,299.90	$ 131,658.68	3011	Exempt
Attorney Supervisor	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt

Benefits Administrator	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Benefits Specialist	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Budget Analyst I	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Budget Analyst II	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Building Maintenance Supervisor	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Business Administrator I	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Business Administrator II	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Business Administrator III	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt
Business Property Appraiser	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Captain	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Care Coordinator I	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Care Coordinator II	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Care Coordinator Supervisor	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Case Manager	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Cataloger	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Centralized Data Entry Supervisor	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Chief Deputy	$ 84,941.08	$ 108,299.90	$ 131,658.68	3011	Exempt
Chief Information Security Officer	$ 96,340.18	$ 122,833.74	$ 149,327.27	3110	Exempt
Civil Process Administrator	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Civil Process Supervisor	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Clerk to the Board	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Code Enforcement Officer I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Code Enforcement Officer II	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Code Enforcement Officer III	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Code Enforcement Officer Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Commercial Appraiser	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Communication and Outreach Coordinator	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Communication Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Community Development Specialist I	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Community Development Specialist II	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Community Health Assistant	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Community Paramedic	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Community Paramedic Program Manager	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Community Services Consultant	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt

Classification and Compensation Analyst	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Compliance Officer	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Control Room Operator	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
County Attorney	#N/A	#N/A	#N/A	NG	Exempt
County Manager	#N/A	#N/A	#N/A	NG	Exempt
County Social Services Program Administrator I	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
County Social Services Program Administrator II	$ 84,941.08	$ 108,299.90	$ 131,658.68	3011	Exempt
Courthouse Security	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Crime Prevention Supervisor	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Crime Scene Investigator	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Customer Service Specialist	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Deputy	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Deputy Clerk to the Board	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Deputy Fire Marshal	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Deputy Register of Deeds I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Deputy Register of Deeds II	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Deputy Register of Deeds Supervisor	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Detective	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Detention Deputy	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Detention Officer	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Director I	$ 90,886.96	$ 115,880.89	$ 140,874.79	3012	Exempt
Director II	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt
Director III	$ 104,056.48	$ 132,672.03	$ 161,287.54	3014	Exempt
Director IV	$ 111,340.43	$ 141,959.07	$ 172,577.67	3015	Exempt
Director of Elections	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt
Disbursements Manager	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Division Manager I	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Division Manager II	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Division Manager III	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt
Elections Coordinator	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Elections Technical Specialist	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Electrical Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Emergency Management Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Emergency Services Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt

Employee Engagement Manager	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Employee Relations Manager	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Employee Relations Specialist	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
EMS Medical Director	$ 127,473.66	$ 162,528.94	$ 197,584.18	3017	Exempt
EMS Operations Supervisor	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
EMT - Advanced I	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
EMT - Advanced II	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
EMT - Basic	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
EMT - Paramedic I	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
EMT - Paramedic II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Environmental Educator	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Environmental Enforcement Specialist	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Environmental Health Administrator	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Environmental Health Program Specialist	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Environmental Health Specialist I	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Environmental Health Specialist II	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Environmental Health Specialist III	$ 28.57	$ 34.30	$ 40.00	2010	Non-Exempt
Environmental Health Supervisor	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Equity and Inclusion Specialist	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Erosion Control Officer	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Erosion Control Technician	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Evidence & Property Manager	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Evidence & Property Technician	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Executive Assistant to the County Manager	$ 46,202.32	$ 58,907.98	$ 71,613.60	3002	Exempt
Executive Lieutenant	$ 28.57	$ 34.30	$ 40.00	2010	Non-Exempt
Facilities and Construction Coordinator	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Field Investigator	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Finance Business Analyst	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Finance Director	$ 111,340.43	$ 141,959.07	$ 172,577.67	3015	Exempt
Financial Analyst	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Fire Marshal	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Fiscal Support Specialist	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Fleet Manager	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
General Services Facilities/Project Manager	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt

GIS and Land Records Manager	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
GIS Technician	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Governance, Risk, and Compliance Manager	$ 73,497.46	$ 93,709.28	$ 113,921.06	3106	Exempt
Grants Administrator	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Grants Manager	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Grounds Maintenance Supervisor	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Grounds Techician I	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Grounds Techician II	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Grounds Techician III	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Health Services Coordinator	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Heavy Equipment Mechanic Operator	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Heavy Equipment Operator	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
HRIS Aanlyst	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
HRIS Manager	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Human Resources Coordinator	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Human Resources Technician I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Human Resources Technician II	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
HVAC Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Identification Supervisor	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Identification Technician I	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Identification Technician II	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Identification Technician III	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Income Maintenance Administrator I	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Income Maintenance Administrator II	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Income Maintenance Caseworker I	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Income Maintenance Caseworker II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Income Maintenance Caseworker III	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Income Maintenance Investigator	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Income Maintenance Supervisor II	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Income Maintenance Supervisor III	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Information & Communication Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Information and Communication Specialist I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Information and Communication Specialist II	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Information and Communication Specialist III	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt

Information Technology Administrator I	$ 59,995.82	$ 76,494.69	$ 92,993.52	3103	Exempt
Information Technology Administrator II	$ 64,195.53	$ 81,849.32	$ 99,503.06	3104	Exempt
Information Technology Administrator III	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Analyst I	$ 56,070.86	$ 71,490.37	$ 86,909.83	3102	Exempt
Information Technology Analyst II	$ 59,995.82	$ 76,494.69	$ 92,993.52	3103	Exempt
Information Technology Developer I	$ 59,995.82	$ 76,494.69	$ 92,993.52	3103	Exempt
Information Technology Developer II	$ 64,195.53	$ 81,849.32	$ 99,503.06	3104	Exempt
Information Technology Developer III	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Division Manager	$ 90,037.55	$ 114,797.89	$ 139,558.20	3109	Exempt
Information Technology Engineer I	$ 64,195.53	$ 81,849.32	$ 99,503.06	3104	Exempt
Information Technology Engineer II	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Management Analyst	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Manager I	$ 73,497.46	$ 93,709.28	$ 113,921.06	3106	Exempt
Information Technology Manager II	$ 78,642.28	$ 100,268.93	$ 121,895.53	3107	Exempt
Information Technology Project Manager	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Security Analyst I	$ 64,195.53	$ 81,849.32	$ 99,503.06	3104	Exempt
Information Technology Security Analyst II	$ 68,689.21	$ 87,578.77	$ 106,468.28	3105	Exempt
Information Technology Security Analyst III	$ 73,497.46	$ 93,709.28	$ 113,921.06	3106	Exempt
Information Technology Technician I	$ 22.37	$ 26.85	$ 31.31	2101	Non-Exempt
Information Technology Technician II	$ 23.93	$ 28.73	$ 33.51	2102	Non-Exempt
Information Technology Technician III	$ 25.61	$ 30.74	$ 35.85	2103	Non-Exempt
Internal Audit Director	$ 90,886.96	$ 115,880.89	$ 140,874.79	3012	Exempt
Internal Audit Manager	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Internal Auditor	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Investigation, Assessment, and Treatment Social Work	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Investigations Administrator	$ 30.57	$ 36.70	$ 42.80	2011	Non-Exempt
Laboratory Technician	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Laborer	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Land Records Technician I	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Land Records Technician II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Landfill Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Landfill Operations Assistant Manager	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Language Access Coordinator	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Language Access Specialist I	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt

Language Access Specialist II	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Lead Electrical Specialist	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Lead Plumbing Specialist	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Lead Recruiter	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Librarian I	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Librarian II	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Librarian III	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Librarian IV	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Library Assistant	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Library Branch Services Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Library Page	#N/A	#N/A	#N/A	NG	Non-Exempt
Library Safety Associate	$ 60,561.82	$ 77,216.34	$ 93,870.82	2002	Non-Exempt
Library Services Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Library Services Program Coordinator	$ 60,561.82	$ 77,216.34	$ 93,870.82	3003	Exempt
Library Specialist	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Library Substitute	#N/A	#N/A	#N/A	NG	Non-Exempt
Library Technical Services Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Library Youth Services Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Licensed Clinical Therapist	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Lieutenant	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Local Health Director I	$ 90,886.96	$ 115,880.89	$ 140,874.79	3012	Exempt
Maintenance Coordinator	$ 46,202.32	$ 58,907.98	$ 71,613.60	3002	Exempt
Maintenance Technician I	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Maintenance Technician II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Maintenance Technician III	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Major	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt
Management Analyst	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Management Analyst Supervisor	$ 79,384.19	$ 101,214.86	$ 123,045.50	3010	Exempt
Mechanic I	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Mechanic II	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Medical Billing and Coding Specialist	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Medical Lab Technologist	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Medical Office Assistant	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Nutrition Program Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt

Nutritionist I	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Nutritionist II	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Nutritionist Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Operations and Facilities Coordinator	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Operations and Facilities Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Organizational Development Manager	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Organizational Development Specialist	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Paralegal	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Park Ranger I	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Park Ranger II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Park Ranger Supervisor	$ 46,202.32	$ 58,907.98	$ 71,613.60	3002	Exempt
Patrol Administrator	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Payroll Specialist	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Personnel and Training Officer	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Pharmacist	$ 84,941.08	$ 108,299.90	$ 131,658.68	3011	Exempt
Physician Director II-A	$ 127,473.66	$ 162,528.94	$ 197,584.18	3017	Exempt
Physician III-A	$ 119,134.26	$ 151,896.21	$ 184,658.11	3016	Exempt
Planner I	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Planner II	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Planner III	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Planning Technician	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Plans Reviewer	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Plumbing Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Power Plant Operator	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Preparedness Officer	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Preservation Specialist	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Pre-Trial Release Coordinator	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Pre-Trial Release Supervisor	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Pre-Trial Services Screener	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Principal Planner	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Procurement Agent	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Procurement Coordinator	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Procurement Manager	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Procurement Specialist	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt

Program Coordinator	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Program Manager I	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Program Manager II	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Program Supervisor	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Property Appraiser I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Property Appraiser II	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Property Appraiser III	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Public Health Nurse Administrator	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Public Health Nurse I	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Public Health Nurse II	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Public Health Nurse III	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Public Health Nurse Supervisor I	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Public Health Nurse Supervisor II	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Public Information Assistant	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Public Relations Coordinator	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Public Safety Training Facility Manager	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Public Safety Training Facility Technician	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Quality Assurance Manager	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Quality Assurance Specialist I	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Quality Assurance Specialist II	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Reassurance Coordinator	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Recreation Planner	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Recreation Services Facility Assistant	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Recreation Services Program Coordinator	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Recreation Services Program Manager	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Recruiter	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Register of Deeds	#N/A	#N/A	#N/A	NG	Exempt
Risk Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Safety Officer	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Safety, Preparedness, and Recovery Officer	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Scale House Supervisor	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Security Guard	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Senior Accountant	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Senior Air Quality Specialist	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt

Senior Attorney I	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt
Senior Attorney II	$ 104,056.48	$ 132,672.03	$ 161,287.54	3014	Exempt
Senior Attorney III	$ 111,340.43	$ 141,959.07	$ 172,577.67	3015	Exempt
Senior Citizens Affairs	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Sergeant	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Sergeant Detective	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Sheriff	#N/A	#N/A	#N/A	NG	Exempt
Sheriff's Data Technician	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Social Services Program Coordinator	$ 64,801.15	$ 82,621.48	$ 100,441.78	3007	Exempt
Social Work Program Manager	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Social Work Supervisor II	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Social Work Supervisor III	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Social Worker I	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Social Worker II	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Social Worker III	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Soil Conservationist I	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Soil Conservationist II	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Soil Scientist	$ 26.70	$ 32.05	$ 37.38	2009	Non-Exempt
Solid Waste Coordinator	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Solid Waste Environmental Specialist	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt
Solid Waste Manager (Engineering)	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Solid Waste Manager (Operations)	$ 74,190.83	$ 94,593.33	$ 114,995.79	3009	Exempt
Solid Waste Scale Operator	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Staff Development Specialist	$ 49,436.48	$ 63,031.54	$ 76,626.55	3003	Exempt
Stormwater Engineer/Hydrogeologist	$ 69,337.23	$ 88,404.98	$ 107,472.70	3008	Exempt
Stormwater Technician	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Systems Specialist	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Tax Assessor	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt
Tax Collections Clerk	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Tax Collections Supervisor	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Tax Collector	$ 97,249.05	$ 123,992.56	$ 150,736.02	3013	Exempt
Tax Data Collector	$ 16.63	$ 19.97	$ 23.28	2002	Non-Exempt
Tax Revenue Collector I	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Tax Revenue Collector II	$ 21.80	$ 26.17	$ 30.52	2006	Non-Exempt

Tax Systems Analyst	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Tax Systems Technician	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Telecommunications Supervisor	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Telecommunicator I	$ 17.79	$ 21.36	$ 24.91	2003	Non-Exempt
Telecommunicator II	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Telecommunicator III	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Training Officer	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Transfer Station Assistant Manager	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Transfer Station Manager	$ 60,561.82	$ 77,216.34	$ 93,870.82	3006	Exempt
Transfer Station Operator	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Transfer Truck Driver I	$ 19.04	$ 22.86	$ 26.65	2004	Non-Exempt
Transfer Truck Driver II	$ 20.37	$ 24.46	$ 28.52	2005	Non-Exempt
Vehicle Maintenance Supervisor	$ 52,897.04	$ 67,443.74	$ 81,990.41	3004	Exempt
Veterans Service Officer I	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt
Veterans Service Officer II	$ 24.96	$ 29.96	$ 34.94	2008	Non-Exempt
Veterans Service Officer Supervisor	$ 56,599.83	$ 72,164.80	$ 87,729.74	3005	Exempt
Warrant Officer	$ 15.54	$ 18.66	$ 21.76	2001	Non-Exempt
Website Administrator	$ 64,195.53	$ 81,849.32	$ 99,503.06	3104	Exempt
Zoning and Code Compliance Officer	$ 23.32	$ 28.00	$ 32.65	2007	Non-Exempt

BUNCOMBE COUNTY SALARY SCHEDULE WITH QUARTILES

May 21, 2022

SALARY	1ST	QUARTILE	2ND	QUARTILE	3RD	QUARTILE	4TH	QUARTILE
GRADE	minimum	maximum	minimum	maximum	minimum	maximum	minimum	maximum
2001	$ 15.54	$ 17.10	$ 17.11	$ 18.65	$ 18.66	$ 20.21	$ 20.22	$ 21.76
2002	$ 16.63	$ 18.29	$ 18.30	$ 19.96	$ 19.97	$ 21.63	$ 21.64	$ 23.28
2003	$ 17.79	$ 19.57	$ 19.58	$ 21.35	$ 21.36	$ 23.14	$ 23.15	$ 24.91
2004	$ 19.04	$ 20.94	$ 20.95	$ 22.85	$ 22.86	$ 24.76	$ 24.77	$ 26.65
2005	$ 20.37	$ 22.41	$ 22.42	$ 24.45	$ 24.46	$ 26.49	$ 26.50	$ 28.52
2006	$ 21.80	$ 23.98	$ 23.99	$ 26.16	$ 26.17	$ 28.35	$ 28.36	$ 30.52
2007	$ 23.32	$ 25.66	$ 25.67	$ 27.99	$ 28.00	$ 30.33	$ 30.34	$ 32.65
2008	$ 24.96	$ 27.45	$ 27.46	$ 29.95	$ 29.96	$ 32.45	$ 32.46	$ 34.94
2009	$ 26.70	$ 29.37	$ 29.38	$ 32.04	$ 32.05	$ 34.72	$ 34.73	$ 37.38
2010	$ 28.57	$ 31.43	$ 31.44	$ 34.29	$ 34.30	$ 37.15	$ 37.16	$ 40.00
2011	$ 30.57	$ 33.63	$ 33.64	$ 36.69	$ 36.70	$ 39.75	$ 39.76	$ 42.80
2101	$ 22.37	$ 24.60	$ 24.61	$ 26.84	$ 26.85	$ 29.09	$ 29.10	$ 31.31
2102	$ 23.93	$ 26.33	$ 26.34	$ 28.72	$ 28.73	$ 31.12	$ 31.13	$ 33.51
2103	$ 25.61	$ 28.17	$ 28.18	$ 30.73	$ 30.74	$ 33.30	$ 33.31	$ 35.85
3001	$ 43,179.74	$ 49,116.95	$ 49,116.96	$ 55,054.18	$ 55,054.19	$ 60,991.40	$ 60,991.41	$ 66,928.60
3002	$ 46,202.32	$ 52,555.14	$ 52,555.15	$ 58,907.97	$ 58,907.98	$ 65,260.80	$ 65,260.81	$ 71,613.60
3003	$ 49,436.48	$ 56,234.00	$ 56,234.01	$ 63,031.53	$ 63,031.54	$ 69,829.05	$ 69,829.06	$ 76,626.55
3004	$ 52,897.04	$ 60,170.38	$ 60,170.39	$ 67,443.73	$ 67,443.74	$ 74,717.09	$ 74,717.10	$ 81,990.41
3005	$ 56,599.83	$ 64,382.31	$ 64,382.32	$ 72,164.79	$ 72,164.80	$ 79,947.28	$ 79,947.29	$ 87,729.74
3006	$ 60,561.82	$ 68,889.07	$ 68,889.08	$ 77,216.33	$ 77,216.34	$ 85,543.59	$ 85,543.60	$ 93,870.82
3007	$ 64,801.15	$ 73,711.30	$ 73,711.31	$ 82,621.47	$ 82,621.48	$ 91,531.64	$ 91,531.65	$ 100,441.78
3008	$ 69,337.23	$ 78,871.10	$ 78,871.11	$ 88,404.97	$ 88,404.98	$ 97,938.85	$ 97,938.86	$ 107,472.70
3009	$ 74,190.83	$ 84,392.07	$ 84,392.08	$ 94,593.32	$ 94,593.33	$ 104,794.57	$ 104,794.58	$ 114,995.79
3010	$ 79,384.19	$ 90,299.52	$ 90,299.53	$ 101,214.85	$ 101,214.86	$ 112,130.19	$ 112,130.20	$ 123,045.50
3011	$ 84,941.08	$ 96,620.48	$ 96,620.49	$ 108,299.89	$ 108,299.90	$ 119,979.30	$ 119,979.31	$ 131,658.68
3012	$ 90,886.96	$ 103,383.92	$ 103,383.93	$ 115,880.88	$ 115,880.89	$ 128,377.85	$ 128,377.86	$ 140,874.79
3013	$ 97,249.05	$ 110,620.79	$ 110,620.80	$ 123,992.55	$ 123,992.56	$ 137,364.30	$ 137,364.31	$ 150,736.02
3014	$ 104,056.48	$ 118,364.25	$ 118,364.26	$ 132,672.02	$ 132,672.03	$ 146,979.80	$ 146,979.81	$ 161,287.54
3015	$ 111,340.43	$ 126,649.74	$ 126,649.75	$ 141,959.06	$ 141,959.07	$ 157,268.38	$ 157,268.39	$ 172,577.67
3016	$ 119,134.26	$ 135,515.23	$ 135,515.24	$ 151,896.20	$ 151,896.21	$ 168,277.17	$ 168,277.18	$ 184,658.11
3017	$ 127,473.66	$ 145,001.29	$ 145,001.30	$ 162,528.93	$ 162,528.94	$ 180,056.57	$ 180,056.58	$ 197,584.18
3101	$ 52,402.67	$ 59,608.04	$ 59,608.05	$ 66,813.42	$ 66,813.43	$ 74,018.79	$ 74,018.80	$ 81,224.14
3102	$ 56,070.86	$ 63,780.60	$ 63,780.61	$ 71,490.36	$ 71,490.37	$ 79,200.11	$ 79,200.12	$ 86,909.83
3103	$ 59,995.82	$ 68,245.24	$ 68,245.25	$ 76,494.68	$ 76,494.69	$ 84,744.11	$ 84,744.12	$ 92,993.52
3104	$ 64,195.53	$ 73,022.41	$ 73,022.42	$ 81,849.31	$ 81,849.32	$ 90,676.20	$ 90,676.21	$ 99,503.06
3105	$ 68,689.21	$ 78,133.98	$ 78,133.99	$ 87,578.76	$ 87,578.77	$ 97,023.53	$ 97,023.54	$ 106,468.28

3106	$ 73,497.46	$ 83,603.36	$ 83,603.37	$ 93,709.27	$ 93,709.28	$ 103,815.18	$ 103,815.19	$ 113,921.06
3107	$ 78,642.28	$ 89,455.59	$ 89,455.60	$ 100,268.92	$ 100,268.93	$ 111,082.24	$ 111,082.25	$ 121,895.53
3108	$ 84,147.24	$ 95,717.49	$ 95,717.50	$ 107,287.74	$ 107,287.75	$ 118,858.00	$ 118,858.01	$ 130,428.22
3109	$ 90,037.55	$ 102,417.71	$ 102,417.72	$ 114,797.88	$ 114,797.89	$ 127,178.05	$ 127,178.06	$ 139,558.20
3110	$ 96,340.18	$ 109,586.95	$ 109,586.96	$ 122,833.73	$ 122,833.74	$ 136,080.52	$ 136,080.53	$ 149,327.27
3111	$ 103,083.99	$ 117,258.04	$ 117,258.05	$ 131,432.09	$ 131,432.10	$ 145,606.15	$ 145,606.16	$ 159,780.18

Class Title	Grade	FLSA
Assistant EMS Operations Supervisor	2006	Non-Exempt
Assistant Register of Deeds	3005	Exempt
Care Coordinator II	3004	Exempt
Chief Deputy	3011	Exempt
Code Enforcement Officer Supervisor	3005	Exempt
Employee Engagement Manager	3007	Exempt
Evidence & Property Manager	2007	Non-Exempt
Fire Marshal	3008	Exempt
Governance, Risk, and Compliance Manager	3106	Exempt
Grants Administrator	3009	Exempt
Grounds Technician III	2005	Non-Exempt
HRIS Analyst	3007	Exempt
Lead Plumbing Specialist	2008	Non-Exempt
Lead Recruiter	3004	Exempt
Library Branch Services Manager	3006	Exempt
Library Safety Associate	2002	Non-Exempt
Library Services Manager	3006	Exempt
Library Services Program Coordinator	3003	Exempt
Library Technical Services Manager	3006	Exempt
Library Youth Services Manager	3006	Exempt
Licensed Clinical Therapist	3005	Exempt
Organizational Development Specialist	3006	Exempt
Procurement Agent	3004	Exempt
Soil Conservationist II	2009	Non-Exempt
Solid Waste Environmental Specialist	2006	Non-Exempt
Stormwater Technician	2008	Non-Exempt

Class Title	Grade	FLSA
Assistant Investigations Administrator	73	Non-Exempt
Exemption Specialist	69	Non-Exempt
Facilities Coordinator	2004	Non-Exempt
Human Resources Manager	80	Exempt
Human Resources Operations Specialist	76	Exempt
Service and Continuity Manager	3105	Exempt
Solid Waste Utility Worker	56	Non-Exempt

Class Title	Grade	FLSA	Addition/Change
Employee Relations Specialist	3006	Exempt	Change to title from Investigator to Specialist
Internal Audit Manager	3009	Exempt	Change to title from Audit Manager to Internal Audit Manager
Language Access Specialist I	2005	Non-Exempt	Change Title fom Foreign Language Interpreter I to Language Access Spec I
Language Access Specialist II	2006	Non-Exempt	Change Title from Foreign Language Interpreter II to Language Access Spec II
Property Appraiser III	3004	Exempt	Change to FLSA and salary grade
Recreation Services Facility Assistant	2001	Non-Exempt	Change to title from Recreation Program Assistant
Safety, Preparedness, and Recovery Offic	3009	Exempt	Change to title from Safety, Preparedness and Security Officer
Stormwater Engineer/Hydrogeologist	3008	Exempt	Title Correction
Crime Scene Investigator	2007	Non-Exempt	Title Correction

Class Title	Working/Business Title if applicable	Salary Grade
Director I	Agriculture and Land Resource Director	3012
Director I	Identification Director	3012
Director I	Sustainability Officer	3012
Director II	Parks and Recreation Director	3013
Director II	Public Safety Communications Director	3013
Director II	Strategic Partnerships Director	3013
Director III	Chief Equity and Human Rights Officer	3014
Director III	Emergency Services Director	3014
Director III	General Services Director	3014
Director III	Intergovernmental Relations Director	3014
Director III	Justice Services Director	3014
Director III	Library Director	3014
Director III	Permits and Inspections Director	3014
Director III	Planning Director	3014
Director III	Solid Waste Director	3014
Director III	Strategy & Innovation Director	3014
Director IV	Budget Director	3015
Director IV	Communication & Public Engagement Director	3015
Director IV	Health and Human Services Director	3015
Director IV	Human Resources Director	3015
Director IV	Information Technology Director	3015

FY2023 Budget Adoption

Presented by

John Hudson, Budget Director

June 21, 2022

Appropriations for Nonprofits

GS §14-234.3

Budget Appropriation Record of Recusal Process

- Record of Recusal Letter identifies that a Commissioner serves on the Board of a nonprofit entity funded in the FY23 budget
- Intent is to acknowledge and remediate potential conflict of interest
- Examples of serving on a Board: member of Board of Directors, Ex Officio member of Board of Director, Board Officer

FY2023 Recommended Budget Changes since June 7th

Expenditure Changes Since Recommended Budget		Change
Transfer to Capital Fund no longer needed	$	(1,241,654)

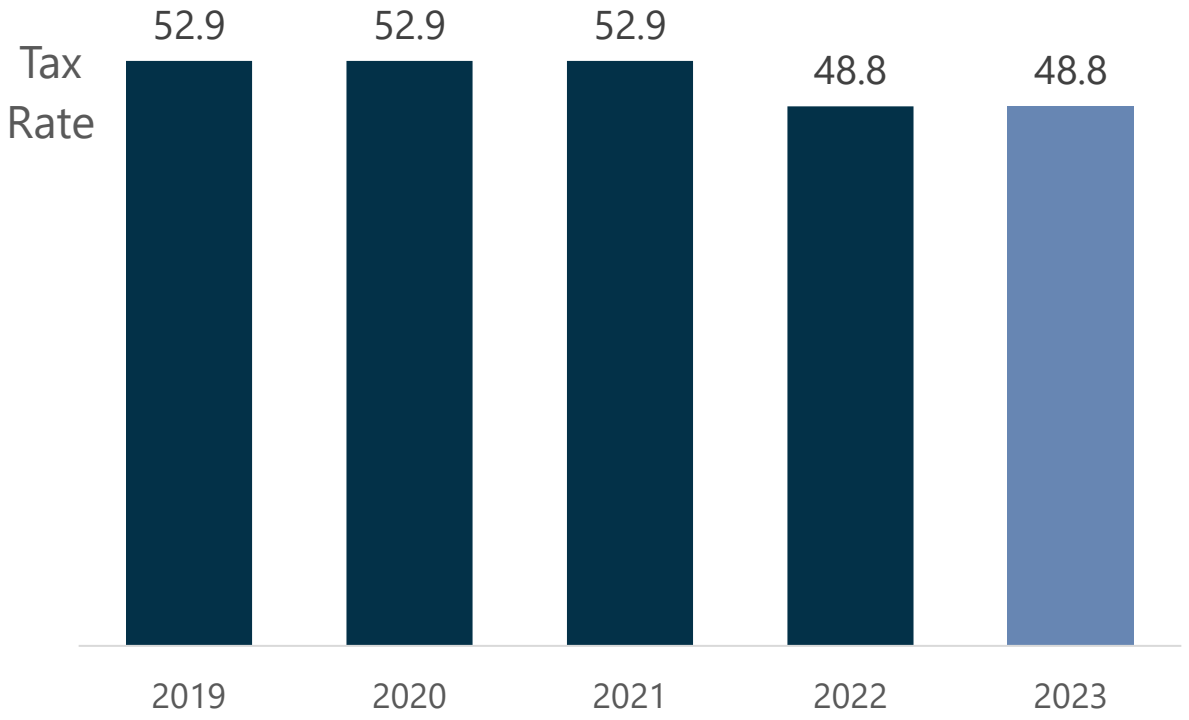
Revenue Changes Since Recommended Budget		Change
Local Sales Tax	$	(241,654)
Appropriated Fund Balance	$	(1,000,000)

Appropriated fund balance for FY2023 is $15,850,739

Other Fund Change		
Public Safety Training Center generator to be subsidized by Public Health funding	$	(230,000)

This is a change to the Capital Projects Fund.

FY2023 Recommended General Fund Budget



Tax District	FY2022 Tax Rate	FY2023 Requested Tax Rate	FY2023 Recommended Tax Rate
Asheville City Schools	10.62	**12.00**	**10.62**
Asheville Special	8.36	8.36	8.36
Asheville Suburban	8.97	8.97	8.97
Barnardsville	20.00	**22.00**	**22.00**
Broad River	16.00	16.00	16.00
East Buncombe	10.69	10.69	10.69
Enka-Candler	10.50	10.50	10.50
Fairview	14.50	14.50	14.50
French Broad	17.20	17.20	17.20
Garren Creek	13.84	13.84	13.84
Jupiter	10.75	10.75	10.75

Tax District	FY 2022 Tax Rate	FY2023 Requested Tax Rate	FY2023 Recommended Tax Rate
Leicester	14.03	14.03	14.03
North Buncombe	10.77	10.77	10.77
Reems Creek	15.07	15.07	15.07
Reynolds	11.24	11.24	11.24
Riceville	14.60	14.60	14.60
Skyland	9.80	**10.30**	**9.80**
Swannanoa	14.00	14.00	14.00
Upper Hominy	16.56	16.56	16.56
West Buncombe	13.50	13.50	13.50
Woodfin	10.59	10.59	10.59

Homeowner Grant Policy Revisions for FY 23

Policy revision considerations making applicant **ineligible**

- Liquid resources >$5K (Liquid resources would be cash on hand, checking and savings accounts, anything that could be converted to cash within 7 days)
- Receiving any other tax deferment or tax reduction to include land usage deferments
- Owning multiple properties with dwellings on them

Begin accepting applications July 1 and stop September 30

Consider approving personal property taxes when it is for a mobile home that is the applicant's primary residence and has been owned for 5 years

Require applicants to supply verification of income & reserve

- This will require more interaction from applicants but we are creating an upload portal for online application
- Enhanced online screening process that will provide lower administrative cost

Two ordinances:

- Annual Funds Ordinance
  - Fee schedule
  - Position classification and compensation plan
- Capital Funds Ordinance

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department: Internal Audit

Presenter(s): Dan Keister, Internal Audit Director **Contact(s):** Dan Keister

Subject: Audit Governance Approval

Brief Summary: Request Commissioner approval of Internal Audit Charter, Audit Committee Charter, Audit Committee By-laws, & FY 2023 Internal Audit Plan**.**

Recommended Motion & Requested Action: Approval of Internal Audit Charter, Audit Committee Charter, Audit Committee By-laws, & FY 2023 Internal Audit Plan

Audit Committee Charter

This charter defines the purpose, authority, and responsibility of the Audit Committee of the Buncombe County Board of Commissioners.

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PURPOSE

Reliable audits are essential in establishing creditability in local governments, and the establishment of an independent audit committee is recommended as best practice. The independent audit committee for Buncombe County, known as the Audit Committee (Committee) is an important part of Buncombe County's (County's) governance structure. The majority of whose members are independent of the County, the Committee supports the Buncombe County Board of Commissioners (Board) in fulfilling its oversight responsibilities. The Board, through the Committee, has the authority and responsibility to question senior leadership as to how its internal and external responsibilities are carried out and verify any corrective actions are taken timely. The Committee provides oversight by offering objective advice and recommendations to the Board on whether the County's governance, risk management, and internal control processes are suitably designed and working as intended to achieve the objectives. The Committee helps build trust and confidence in how the County is managed. The Committee should exercise due care in fulfilling its oversight responsibilities.

The Committee has three fundamental goals. First, it must satisfy itself that management is maintaining a comprehensive framework of internal control. The County has adopted the COSO Internal Control Integrated Framework. Second, the Committee must ensure that management's financial reporting practices are assessed objectively. Third, the Committee needs to determine to its own satisfaction that the financial statements or other processes are properly audited and that any problems disclosed in the course of the audit are satisfactorily resolved.

The Committee assists the Board in fulfilling their governance and oversight responsibility to:

- Oversee the independent audit of the County's financial statements, from the selection of the independent audit firm to the resolution of the audit findings
- To oversee the County's internal audit function
- To oversee the County's risk management, control, and governance processes.

Committee Responsibilities for Independent External Audit

- Ensure the integrity of the County's financial information and financial reporting process
- Select the independent audit firm that will perform the annual audit of the County's financial statements. This includes appointing, approving the compensation, pre-approving all audit services, overseeing the work, assessing the performance of, and discharging the firm, as needed. All actions are subject to Board approval.
- Ensure the independent accounting firm employed by the County reports directly to the Committee
- Understand and approve the appropriate scope of the independent audit and any nonaudit services to be performed
- Resolve any disagreements between County management and the public accounting firms employed by the County

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- Review the annual audited financial statements and the independent auditor's reports, and consider whether they are complete, consistent with information known to the Committee, and reflect appropriate accounting principles
- Review with County management and the external auditors all matters required to be communicated to the committee under generally accepted auditing standards, including any difficulties encounteredWhile management retains responsibility for the reliability of the financial statements, internal controls, risk assessment, risk mitigation, governance, and compliance, the Committee plays a critical oversight role.

Committee Responsibilities for Internal Audit

- Oversee the County's internal audit function as a County Department
- The Committee is responsible for filling any vacancy in the Internal Audit Director position and it shall not be filled without a recommendation by majority vote of the Committee. If a majority of the Committee votes in favor of the selection of a candidate for the position then such recommendation must be considered by the Board for final approval. This also includes the review, approval of the appointment, gathering of information about and leading the annual performance evaluation, disciplining, removing and/or compensating the Internal Audit Director.
- Ensure the independence of the internal audit function and that there are no unjustified restrictions or limitations on the Internal Audit Director, including undue management influence.
- Communicate and interact with the Internal Audit Director periodically
- Verify the independence of the internal audit function annually
- Review the Internal Audit Charter annually and approve any changes as needed
- Approve the annual risk-based audit plan for the Internal Audit Department
- Approve the budget and resource plan for the Internal Audit Department to be recommended to the County Manager by the Committee
- Receive information from the County Manager, in writing or in presentation form, explaining any differences between the recommended and approved budget from the Committee and the final adopted budget

Committee Responsibilities for Risk Management, Control, and Governance Processes

- Evaluate the County's risk management program and its accountability to ensure an effective governance structure
- Ensure the COSO Internal Control Integrated Framework is in place and operating as intended
- Ensure the County's process for monitoring compliance with laws, regulations, policies and the code of conduct are effective
- Meet with County management, staff, auditors, or outside counsel, as necessary

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AUTHORITY

The Committee should have adequate funding to accomplish its various tasks. Specifically, the audit committee should have the authority to obtain the services of a financial expert, legal counsel, or other appropriate specialists, as needed to fulfill its obligations. The Committee would consult with the Board of Commissioners and seek funding for such outside services.

The Committee has authority to conduct or authorize investigations into matters within any areas under the scope of its responsibility.

The Committee has authority to oversee the procedures for the receipt, retention, and treatment of complaints regarding ethical, legal, accounting, internal controls, or auditing matters allowing for confidential, anonymous submission by employees, as documented by the Buncombe County Personnel Ordinance.

The Committee has authority to seek any information it requires from employees of the Finance, Budget, and Internal Audit Departments – all of whom are directed to cooperate with the Committee's requests – or external parties.

The Committee shall have access to the reports of any external or internal auditors, as well as access to any annual internal audit work plans or management corrective action plans.

RESPONSIBILITY

The Committee shall present semiannually to the Board and management a written report of how it has discharged its duties and met its responsibilities. This will assist the Committee in its responsibility of evaluating its own effectiveness. In addition, the Committee should review this charter annually for potential updates, consulting legal counsel as needed.

STRUCTURE

The members of the Committee shall collectively possess the expertise and experience in accounting, auditing, and financial reporting needed to understand and resolve issues raised by the independent audit of the financial statements or audits issued by the Internal Audit Department. Documentation of the structure, operations, processes, membership requirements, meeting frequency, private sessions, and reporting responsibilities will be discussed in the Audit Committee for Buncombe County Bylaws.

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Audit Committee Bylaws

These bylaws are the rules and principles that define the governance of the Audit Committee of the Buncombe County Board of Commissioners.

Effective date XXXXXX

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I. PURPOSE

To establish the general operating procedure for the Audit Committee for Buncombe County in compliance with best practices promulgated by the Government Accountability Office (GAO), the Institute of Internal Auditors (IIA), and the Government Finance Officers Association (GFOA).

II. PROCEDURE STATEMENT

A. Name and Office

The official name of the committee is the Audit Committee for Buncombe County (County). The principal office of the Audit Committee (Committee) is located at the Buncombe County Administration Building, 200 College St., Asheville, NC 28801.

B. Membership

The Committee shall consist of at least seven members appointed by the Buncombe County Board of Commissioners (Board) and shall include two Board Commissioners, one member of another governing body within the County, one member of the banking community, two members of the accounting profession, and one member of the business community in general.

C. Terms

Members of the Committee shall serve 4 year terms and are eligible for reappointment for a second consecutive term, after which they must rotate off the Committee for a minimum of one year. Members serve at the pleasure of the Board.

D. Officers

1. Chair and Vice-Chair
The Committee members shall appoint a Chair and Vice Chair from its membership by majority vote to serve a one (1) year term and until the successor is appointed by the Committee. Appointments shall be made during the first regularly scheduled meeting of each fiscal year and shall take effect immediately upon the vote.

2. Secretary
The Committee members shall appoint a Secretary by majority vote to serve a one (1) year term and until the successor is appointed by the Committee. The appointment shall be made during the first regularly scheduled meeting of each fiscal year and shall take effect immediately upon the vote.

If the Committee so wishes, the Buncombe County Internal Audit Director or other designee may be appointed to fulfill the duties of Secretary for the Committee by majority vote. The Internal Audit Director or any Internal Audit staff would not be members of the Committee and would participate in closed sessions only upon a majority vote of the Committee.

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E. Committee Meetings

1. Regular Meetings

The Committee shall hold at least two (2) regular meetings a year and shall post the notices of those meetings in accordance with North Carolina's open meetings laws. The meetings will be held at the County Administration Building, 200 College St., Asheville, NC 28801.

2. Special Meetings

a) The Chair or four of the members of the Committee may call a special meeting of the Committee by signing a written notice stating the time and place of the meeting and the subjects to be considered. The person(s) responsible for calling the meeting shall cause the notice to be mailed, emailed, or delivered to the Chair and all of the Committee members or left at the usual dwelling place of each member at least 48 hours before the meeting and shall cause a copy of the notice to be posted at the door of the usual meeting room and on the building in an area accessible to the public at least 48 hours before the meeting. Only those items of business specified in the notice may be transacted at a special meeting, unless all members are present or those who are not present have signed a written waiver.

b) If a special meeting is called to deal with an emergency, the notice requirements of this rule do not apply. However, the person(s) calling the emergency special meeting shall take reasonable action to inform the other members and the public of the meeting. Only business connected with the emergency may be discussed at the meeting.

3. Agenda

The Secretary shall have administrative oversight in preparing the agenda for the meeting. Anyone wishing to have an item of business placed on the agenda shall make the request to the Secretary and the Chair no later than two (2) weeks prior to the upcoming meeting. The request must be in writing and must state the nature of the matter so that the Secretary, Chair or appropriate staff will have an opportunity to respond to the area of concern. If appropriate, the Secretary will resolve the request and, if not, the Secretary and Chair will determine when the individual or group should be placed on the agenda. The time limit for any individual or representative addressing the Committee shall be three (3) minutes, unless a majority of the Committee agrees to additional time. The Committee may by unanimous vote add an item that requires immediate action that is not on the agenda.

4. Presiding Officer

The Chair shall preside at Committee meetings if present. If the Chair is absent, the Vice Chair shall preside. If the Chair and Vice Chair are both absent, another member of Committee designated by a majority vote of members present at the meeting shall preside. The Presiding Member shall have the following powers:

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- To rule motions in or out of order, including the right to rule out of order any motion patently offered for obstructive or dilatory purposes;
- To determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
- To call a brief recess at any time;
- To adjourn in an emergency.

5. Quorum
A quorum shall be four members of the Committee. A member who has withdrawn from a meeting without being excused by a majority vote of the remaining members shall be counted as present for purposes of determining whether or not a quorum is present.

6. Voting
No vote may be taken without a quorum being present. Upon good cause, and with the general consent of the members present, a member may make an appearance at a regular meeting by telephone and vote on any matter coming before the Committee at such meeting. Such appearance will not count toward calculation of the necessary members present to constitute a quorum.

7. Minutes
The Secretary shall prepare minutes of each Committee meeting. Copies of the minutes shall be made available to each Committee member before the next regular Committee meeting. At each regular meeting, the Committee shall review the minutes of the previous regular meeting as well as any special or emergency meetings that have occurred since the previous regular meeting, make any necessary revisions, and approve the minutes as originally drafted or as revised. The public may obtain copies of Committee meeting minutes at the County Administration Building, 200 College St., Asheville, NC 28801 or on the County website at buncombecounty.org.

F. Amendments to Operating Procedures
These operating procedures may be amended at any regular meeting or at any properly called special meeting that includes amendment of the operating procedures as one of the stated purposes of the meeting. A quorum must be present at the meeting at which amendments are discussed and approved, and any amendments must be approved by a majority of the members present at the meeting.

G. Other Procedural Matters
1. Action by the Committee

a) The Committee shall proceed by motion. Any member, including the Chairperson, may make a motion.
b) A member may make only one motion at a time.
c) A substantive motion is out of order while another substantive motion is pending.
d) A motion shall be adopted by a majority of the votes cast, a quorum being present, unless otherwise required by these rules or the laws of North Carolina.
e) The Chairperson shall state the motion and then open the floor to debate on it.
f) The Chairperson shall preside over the debate according to these general principles:
    - The introducer (the member who makes the motion) is entitled to speak first;

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- A member who has not spoken on the issue shall be recognized before someone who has already spoken;
- To the extent possible, the debate shall alternate between opponents and proponents of the measure.

2. In addition to substantive proposals, the following procedural motions, and no others, shall be in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority vote for adoption.

3. In order of priority (if applicable), the procedural motions are:

a) To Adjourn. The motion may be made at any time by a member of the Committee and would require majority vote.
b) To Take a Recess.
c) Call to Follow the Agenda. The motion must be made at the first reasonable opportunity or it is waived.
d) To Suspend the Rules. The motion requires a vote equal to a quorum.
e) To Divide a Complex Motion and Consider It by Paragraph.
f) To Defer Consideration. A substantive motion whose consideration has been deferred expires 100 days thereafter unless a motion to revive consideration is adopted.
g) Call of the Previous Question. The motion is not in order until every member of the Committee has had at least one opportunity to speak.
h) To Postpone to a Certain Time or Day.
i) To Refer to a Subcommittee. Sixty days after a motion as been referred to a subcommittee, the introducer may compel consideration of the measure by the entire Committee, regardless of whether the subcommittee has reported the matter back to the Committee.
j) To Amend. An amendment to a motion must be germane to the subject matter of the motion, but it may achieve the opposite effect of the motion. Any amendment to a proposed ordinance shall be reduced to writing on the call of any member, including the Chairperson.
k) To Revive Consideration. The motion is in order at any time (100 days) after a vote to defer consideration of it. A substantive motion on which consideration has been deferred expires (100 days) after the deferral, unless a motion to revive consideration is adopted.
l) To Reconsider. The motion must be made by a member who voted with the prevailing side. The motion must be made at the same meeting at which the original vote was taken. The motion cannot interrupt deliberation or a pending matter but is in order at any time before adjournment.
m) To Rescind or Repeal.
n) To Ratify.
o) To Prevent Reconsideration for Six Months. The motion shall be in order immediately following the defeat of a substantive motion and at no other time. The motion requires a vote equal to a quorum and is valid for six months.
p) To Renew a Motion. A motion that is defeated may be renewed at any subsequent meeting unless a motion to prevent reconsideration has been adopted.

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q) Withdrawal of a Motion. A motion may be withdrawn by the introducer at any time before a vote.
r) Duty to Vote. Once a meeting has been convened, every member, including the Chairperson, must vote unless excused by a majority vote of those members present. A member who wishes to be excused from voting shall so inform the Chairperson, who shall take a vote of the remaining members. The Committee may excuse a member from voting, but only upon questions involving his or her own conflict of interest or his or her official conduct or on matters on which the member is prohibited from voting under N.C. Gen. Stat. § 14-234. For purposes of this rule, the question of the compensation and allowances of members of the Committee does not involve a member's own financial interest or official conduct. Refusal to vote (without just cause) shall be recorded as an affirmative vote.

H. Compliance with North Carolina Law

In conducting its business, the Committee shall comply with all applicable North Carolina laws, including but not limited to open meetings laws, public records laws, and the laws setting forth the powers and duties of local Committees. To assist the Committee in compliance, the Secretary shall maintain a current copy of relevant North Carolina General Statutes and make them available to Committee members on request.

III. APPLICABILITY AND EXCEPTIONS

This procedure applies to current members of the Audit Committee for Buncombe County.

IV. PROCEDURE RESPONSIBILITY AND MANAGEMENT

This procedure should be reviewed annually by the Committee and the County's legal department.

V. REFERENCE TO ROBERTS RULES OF ORDERS

To the extent not provided for in these rules and to the extent that the reference does not conflict with the spirit of these rules, the Committee shall refer to Robert's Rules of Order for unresolved procedural questions.

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Internal Audit Charter

This charter defines the purpose, authority, and responsibility of the Internal Audit Department within Buncombe County Government.

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PURPOSE

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve Buncombe County (County) operations. It helps the Buncombe County Board of County Commissioners (Board) and County, through the Audit Committee, accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The Internal Audit Department enhances and protects the County's value by providing risk-based and objective assurance, advice, and insight.

Vision Statement

To be a preeminent partner for the County, peer internal audit shops, and professional organizations that adds value, provides objective insight, and proactively collaborates to maintain the highest standard of excellence.

Mission Statement:

Driven by the highest professional and ethical standards, the Internal Audit Department will perform high quality work with competence, integrity, objectivity, and independence that provides accountability and helps improve the County's operations and services.

Professional Standards:

The Internal Audit Department operates within the context of Government Auditing Standards (GAS) promulgated by the United States Government Accountability Office (GAO), Comptroller General of the United States. Internal auditors that use the GAO's framework are encouraged by GAS to use the Institute of Internal Audit's (IIA's) International Professional Practices Framework (IPPF) in conjunction with GAS. In addition, the Internal Audit Department's procedure manual will be a source that reflects the expectations of GAS and the IPPF.

Audits will be conducted with integrity, objectivity, confidentiality, and competency as defined by Generally Accepted Government Auditing Standards (GAGAS). Additionally, the Internal Audit Department references other appropriate audit frameworks, such as the IIA's Code of Ethics and COSO guidance.

The Internal Audit Department will undergo external peer reviews pursuant to GAS. The Audit Committee shall have input into peer reviews and results of peer reviews will be available to the Committee upon completion.

AUTHORITY

To ensure the independence of the Internal Audit Department, the Internal Audit Director reports administratively to the County Manager and functionally to the Audit Committee (Committee) of the Buncombe County Board of Commissioners.

The Internal Audit Department is granted full and unrestricted access to all functions, records, systems, property, and personnel pertinent to carrying out any engagement, subject to accountability for confidentiality and safeguarding of records and information.

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Any documents or information obtained by the Internal Audit Department through the course of work will be handled with the confidentiality defined by the ethical principles defined by the GAS and the Code of Ethics defined by the IIA.

The Internal Audit Department has authority to audit any function, program, account or system deemed necessary and appropriate in the judgment of the Internal Audit Director, notwithstanding a flexible audit plan that is pre-approved by the Committee. County management is responsible for risk management, control, and governance of the areas audited.

The Internal Audit Department has no direct responsibility or authority over any of the areas audited. Internal Audit Department staff shall not perform any operational duties for the County, initiate or approve accounting transactions of areas under review, or direct the activities of any County employee, except to the extent such employees have been appropriately assigned to an audit team or to otherwise assist the auditors.

All County employees are expected to comply fully and timely with requests made by the Internal Audit Department. Denial or untimely access can lead to a scope limitation for the service performed. This includes, but is not limited to, timely provision of information, access to information, or responses to draft reports. Recommendations made by the Internal Audit Department shall be taken seriously and the County Manager shall take steps to assess and determine a course of action in response to the recommendations. The Internal Audit Director will report any non-compliance on the part of County programs or employees to the County Manager and the Committee.

RESPONSIBILITY

The Internal Audit Department is responsible for developing and implementing a flexible annual audit plan using an appropriate risk-based methodology. The annual audit plan should include consideration of any risks or control concerns identified by management, and should be reviewed and approved by the County Manager and the Committee. Any changes from the approved plan shall be approved by the Committee. Any engagement performed by the Internal Audit Department shall not impair the independence of the department, and safeguards must be implemented in the event that staff objectivity is impaired. The Internal Audit Director will ensure that the Internal Audit Department remains free from all conditions that threaten the ability of internal auditors to carry out their responsibilities in an unbiased manner, including matters of audit selection, scope, procedures, frequency, timing, and report content. If the Internal Audit Director determines that independence or objectivity may be impaired in fact or appearance, the details of impairment will be disclosed to the Audit Committee and Board of Commissioners. The Internal Audit Director will confirm to the Audit Committee, at least annually, the organizational independence of the Internal Audit Department.

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The scope of internal audit activities encompasses, but is not limited to, objective examinations of evidence for the purpose of providing independent assessments to the Audit Committee, management, and outside parties on the adequacy and effectiveness of governance, risk management, and control processes relating to county operations.

The Internal Audit Department shall perform engagements in the following areas:

Audit Services:

- Assurance Audits: These services are independent and objective evaluations designed to provide reasonable assurance regarding the achievement of objectives over the effectiveness and efficiency of operations, reliability of reporting, compliance with applicable laws and regulations or performance of programs.
- Follow-Up Audits: These services are independent and objective evaluations performed to ensure corrective actions are taken, as needed, to correct areas identified during an audit.
- Risk Assessments: These services are independent and objective evaluations of risk in the County to determine the priorities of the Internal Audit Department.

Nonaudit Services:

Investigations: These services evaluate allegations of suspected ethical and legal violations. The Employee Ethics Report Line is operated by a third party for true independence and confidentiality. It is free, confidential, and available to all employees to report suspected unlawful or unethical concerns. All reports are directed to the Internal Audit Department to investigate and ensure appropriate follow up action occurs, if appropriate. Reports can also be made directly to the Internal Audit Department. The Internal Audit Department has the responsibility to investigate all reported complaints. For personnel matters such as discrimination, harassment, and performance conduct, Internal Audit will leverage the expertise of the Human Resources Department's Employee Relations team and receive updates from Human Resources as to update the records for Internal Audit complaints. These investigations are subject to Internal Audit review as necessary. For complaints related to the activities of the Human Resources Department, the Internal Audit Department will investigate such complaints so that the complaint is handled independently and without conflict of interest. Such investigations may include but are not limited to, allegations of recruitment irregularities, benefits administration, and compensation practices.County supervisors and managers are required to report complaints or concerns about suspected ethical and legal violations in writing to the County's Internal Audit Director. The Internal Audit Director will notify the Committee of any concerns or complaints regarding the County's accounting practices, internal controls, or auditing. The Internal Audit Director will work with the Committee and the Human Resources Director as appropriate until the matter is resolved. Investigative services do not require government auditing standards.

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- *Process Reviews*: These services may be requested by the Board, senior leadership or department heads to help identify a variety of areas for improvement. The scope and objectives are agreed upon by the Internal Audit Director and management of the area.
- *Training*: These services provide training, speeches, and technical presentations.
- *Coordination*: These services include coordination and facilitation for external auditing or monitoring agencies.
- *Departmental Administrative Duties*: The Internal Audit Department must perform administrative duties related to the internal audit function. These include, among other things: creating or updating departmental policies and procedures, ensuring Committee meetings are announced, conducted appropriately, minutes maintained, and member issues are addressed. In addition, the Internal Audit Department must ensure orientation programs for new Committee members exist, are conducted timely, and cover topics to enable the Committee to function appropriately. In addition, ongoing development should be available to assist Committee members in staying current.
- *County Administrative Duties*: The Internal Audit Department must perform administrative duties related to operations. These include, among other things: staff meetings, Internal Audit departmental transaction processing, participating in management meetings, County advisory workgroups, including information technology needs assessments, testing and auditor access, Internal Audit departmental budget preparation and monitoring , strategic planning and implementation, and obtain required Continuing Professional Education (CPE) as required by Government Auditing Standards and other relevant certifying organizations.

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM

The Internal Audit department will maintain a quality assurance and improvement program that covers all aspects of the Internal Audit Department. The program will include an evaluation of the Internal Audit Department's conformance with the Standards and an evaluation of whether internal auditors apply The IIA's Code of Ethics. The program will also assess the efficiency and effectiveness of the Internal Audit Department and identify opportunities for improvement.

The Internal Audit Director will communicate to senior management and the Audit Committee on the Internal Audit Department's quality assurance and improvement program, including results of internal assessments (both ongoing and periodic) and external assessments conducted at least once every five years by a qualified, independent assessor or assessment team from outside the organization.

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Key Audit Governance

- **Audit Committee Charter**

  This charter defines the purpose, authority, and responsibility of the Audit Committee of the Buncombe County Board of Commissioners.

  - *Outlines processes for responsibility of overseeing the following:*
    - *independent audit of the County's financial statements*
    - *county's internal audit function*
    - *county's governance processes*

- **Audit Committee By Laws**

  These bylaws are the rules and principles that define the governance of the Audit Committee of the Buncombe County Board of Commissioners.

  - *Outlines the general operating procedure for the Audit Committee for Buncombe County in compliance with best practices promulgated by the following:*
    - *Government Accountability Office (GAO)*
    - *Institute of Internal Auditors (IIA)*
    - *Government Finance Officers Association (GFOA)*

- **Internal Audit Charter**

  This charter defines the purpose, authority, and responsibility of the Internal Audit Department within Buncombe County Government.

  - *Outlines processes ensuring the Internal Audit function:*
    - *is independent of business operations*
    - *designed to add value and improve Buncombe County (County) operations*

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department:
Health and Human Services

Presenter(s):
John Hudson, Budget

Contact(s): John Hudson, Budget
Phillip Hardin, Economic Services Division Director

Subject: NC PRO ERA Grant

Brief Summary:
HHS has received an additional $255,514.32, and will be distributed another $2,540,787.32 of funding, from the state's allocation for the NC PRO Emergency Rental Assistance (ERA) grant. This budget amendment will adjust the NC PRO ERA Grant expenditures and revenues to reflect the additional allocation. Additional funding will be used following the same guidelines as ERA 1 on Rent and Utility payments. The allowable administrative budget will support 3 IM Caseworkers (current Buncombe County Economic Services staff until June 30 - contract staff thereafter) and 2 temporary grant positions in HHS Finance for the remainder of the grant period. The HHS Housing Assistance Grant Finance temp staff is currently hired and funded from the direct Federal award of ERA 1 and ERA 2. The grant period ends on September 30, 2022.

Recommended Motion & Requested Action:
Approve budget amendment

County Manager's Comments & Recommendation:
County Manager recommends as presented

ORDINANCE #22-06-20

BUNCOMBE COUNTY, NORTH CAROLINA
Grant Projects Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Grants Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Granting Agency:	NC PRO
Grant Name:	NC PRO ERA Grant

Description: HHS has received an additional $255,514.32, and will be distributed another $2,540,787.32 of funding, from the state's allocation for the NC PRO Emergency Rental Assistance (ERA) grant. This budget amendment will adjust the NC PRO ERA Grant expenditures and revenues to reflect the additional allocation. Additional funding will be used following the same guidelines as ERA 1 on Rent and Utility payments. The allowable administrative budget will support 3 IM Caseworkers (current Buncombe County Economic Services staff until June 30 - contract staff thereafter) and 2 temporary grant positions in HHS Finance for the remainder of the grant period. The HHS Housing Assistance Grant Finance temp staff is currently hired and funded from the direct Federal award of ERA 1 and ERA 2. The grant period ends on September 30, 2022.

Funding Source: North Carolina Pandemic Recovery Office (NCPRO), an agency of the Office of State Budget and Management ("OSBM"), was designated by OSBM to accept and administer funds from the federal COVID-19 pandemic relief funds under the Consolidated Appropriations Act, 2021, federal award number ERA0019 awarded to the State of North Carolina by the U.S. Department of the Treasury.

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
NC PRO ERA Grant	$ 2,796,302	$ 2,796,302
TOTAL	$ 2,796,302	$ 2,796,302

ATTEST:

Tamara Paynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department:
Budget

Presenter(s):
John Hudson

Contact(s): Don Warn, Finance
John Hudson, Budget

Subject: LOBS 2022A&B Debt Issuance

Brief Summary:
These amendments establish the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances. The corresponding expenditure budget establishes the budget to pay issuance cost and the escrow agent.

The following funds will have revenue and expenditures in the amounts of:
General Fund: $1,155,000
PDF Woodfin Fund: $10,060,000
Public School Capital Fund: $32,018,000
Article 46 Sales Tax Capital Fund: $37,714,000
Capital Projects Fund: $14,000
Solid Waste Capital Projects Fund: $24,000

Recommended Motion & Requested Action:
Approve budget amendment

County Manager's Comments & Recommendation:
County Manager recommends as presented

ORDINANCE #22-06-21

BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance & Payment to Escrow Agent

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances and refunding (refinancing) of the previous issuance of 2014A. The corresponding expenditure budget establishes the budget to pay issuance cost and the escrow agent.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Bond Proceeds	$ 1,155,000	
Debt Service		$ 1,155,000
TOTAL	$ 1,155,000	$ 1,155,000

ATTEST:

Tamara Laycock
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

ORDINANCE #22-06-22

BUNCOMBE COUNTY, NORTH CAROLINA
PDF Woodfin Special Revenue Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 PDF Woodfin Special Revenue Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance & Payment to Escrow Agent

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances and refunding (refinancing) of the previous issuance of 2014A. The corresponding expenditure budget establishes the budget to pay issuance cost and the escrow agent.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Bond Proceeds	$ 10,060,000	
Debt Service		$ 10,060,000
TOTAL	$ 10,060,000	$ 10,060,000

ATTEST:

Tamara Laymon
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

ORDINANCE #22-06-23

BUNCOMBE COUNTY, NORTH CAROLINA
Public School Capital Needs Fund Project Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Public School Capital Needs Fund Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance & Payment to Escrow Agent

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances and refunding (refinancing) of the previous issuance of 2014A. The corresponding expenditure budget establishes the budget to pay issuance cost and the escrow agent.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	Increase (Decrease)	
Account Description	**Revenues**	**Expenditures**
Fund 326 Administration: Bond Proceeds	$ 32,018,000	
Fund 326 Administration: Debt Service		$ 32,018,000
TOTAL	$ 32,018,000	$ 32,018,000

ATTEST:

Tamara Paysner
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie W
Chairman of the Board

ORDINANCE #22-06-24

BUNCOMBE COUNTY, NORTH CAROLINA
Article 46 Sales Tax Capital Fund Project Ordinance

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Article 46 Sales Tax Capital Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance & Payment to Escrow Agent

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances and refunding (refinancing) of the previous issuance of 2014A. The corresponding expenditure budget establishes the budget to pay issuance cost and the escrow agent.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	Increase (Decrease)	
Account Description	**Revenues**	**Expenditures**
Fund 333 Administration: Bond Proceeds	$ 37,714,000	
Fund 333 Administration: Debt Service		$ 37,714,000
TOTAL	$ 37,714,000	$ 37,714,000

ATTEST:

Tamara Haynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie W
Chairman of the Board

ORDINANCE #22-06-25

BUNCOMBE COUNTY, NORTH CAROLINA
Capital Projects Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Capital Projects Fund outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances to correspond with the cost of issuing this debt.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	Increase (Decrease)	
Account Description	**Revenues**	**Expenditures**
Fund 341 Administration: Bond Proceeds	$ 14,000	
Fund 341 Administration: Debt Service		$ 14,000
TOTAL	$ 14,000	$ 14,000

ATTEST:

Tamara Haynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

ORDINANCE #22-06-26

BUNCOMBE COUNTY, NORTH CAROLINA
Solid Waste Capital Projects Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Solid Waste Capital Projects Fund outlined below in Exhibit "A" to the budget, **NOW THEREFORE,**

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: LOBS 2022A&B Debt Issuance

Description:
This amendment establishes the budget necessary to receive bond proceeds for the Buncombe County LOBS 2022A and LOBS 2022B debt issuances to correspond with the cost of issuing this debt.

Funding Source:
Debt proceeds. No new funding required

Exhibit A:	Increase (Decrease)	
Account Description	**Revenues**	**Expenditures**
Fund 342 Administration: Bond Proceeds	$ 24,000	
Fund 342 Administration: Debt Service		$ 24,000
TOTAL	$ 24,000	$ 24,000

ATTEST:

Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By:

Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department: Finance **Presenter(s): John Hudson**

Contact(s): Terri Orange/Don Warn

Subject: Budget Amendment for Government Accounting Standard Board's Statement No. 87 Leases Implementation

Brief Summary: Originally the requirements of the Government Accounting Standard Board's Statement (GASB) 87 Leases, was effective for reporting periods beginning after December 15, 2019, however due to the COVID pandemic, the effective date for reporting was amended for periods beginning after June 30, 2021.

As a result, the County is required to implement GASB 87 for fiscal year 2022. Prior to the new standard, lease payments for non-financial assets such as land, buildings, equipment, and vehicles were budgeted in County operating budgets and the various lease payments were recorded as regular expenditures on an annual basis.

GASB 87 dictates that certain leases must be treated as a capital outlay and the total value of the lease must be capitalized rather than expensed on an annual basis, and a corresponding liability must be recorded. These include dozens of leases for items like public safety towers, heavy equipment, and facility leases.

Implementing the standard requires corresponding lease payments during the year to be recorded as debt service rather operating expenditures, as originally budgeted. This change requires a budget amendment to increase the Debt Service functional area to accommodate the reclassification of expenditures.

This increase of $500,000 in the debt service budget is to allow us to account for these lease payments as required.

Recommended Motion & Requested Action: Approve budget amendment.

County Manager's comments and Recommendation: Approve as requested.

ORDINANCE #22-06-27

BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: June 21, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 21st day of June, 2022.

Requesting Department: Finance
Budget Amendment Item: GASB 87 Compliance

Description: For FY 2022, the County is required to implement the Government Accounting Standard Board's Statement No. 87 Leases, which dictates that certain leases must be capitalized and a corresponding liability recorded. Corresponding lease payments during the year will be recorded as debt service rather operating expenditures, as originally budgeted. This increase of $500,000 in the debt budget is to allow us to account for these lease payments as required.

Funding Source: One-time Medicaid Hold Harmless Revenue

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Unrestricted Intergovernmental	$ 500,000	
Debt		$ 500,000
TOTAL	$ 500,000	$ 500,000

ATTEST:

Tamara Paynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/21/2022

New Business

Department: Commissioners

Presenter(s): Commissioners Al Whitesides, Amanda Edwards & Jasmine Beach-Ferrara

Contact(s): Rachael Nygaard, Strategic Partnerships Director

Subject: Community Investment – 2022 Chosen PODS Summer Camp

Brief Summary: On the heels of a very difficult couple years for the youth in Buncombe County and throughout the nation, communities are developing strategies to support the closing of learning gap that was an unintended consequence of the pandemic. In addition to this concern, productive and resourceful activities for vulnerable youth are invaluable. Accordingly, county commissioners have received a request for funding to support the 2022 Chosen PODS summer camp.

The Chosen PODS Summer Camp proposal states: It is aimed at helping youth living in Southside, Hillcrest, Pisgah view and Deaverview Communities. The camp will provide these campers between the ages of 6 -14 a safe environment, with educational activities, structured programs, field trips, and weekly fun outings. This opportunity was made available last summer and supported 75 children each day, employed youth and adults from the community. This year we have registered 140 youth and have incorporated cultural dance lessons and sporting activities. The Summer Camp convenes the first Monday after the last day of classes for Asheville City Schools (ACS) and continues weekly Monday - Friday until the last Friday before ACS classes resume. Chosen will continue to partner with the Asheville Housing Authority and utilize the Arthur R Edington Education center on Livingston Street.

The presenting Commissioners would like for this request to be discussed and considered for approval.

16 May 2022

Buncombe County Commission
200 College Street
Asheville, NC 28801

Dear Commissioner,

On behalf of the leadership of Chosen, we sincerely thank you for allowing us to submit a proposal to Buncombe County. In the case that the grant should be awarded, Chosen kindly requests an amount of $265,700 to fund 2022 Summer Camp. The Chosen PODS Summer Camp is aimed at helping youth living in Southside, Hillcrest, Pisgah view and Deaverview Communities. The camp will provide these campers between the ages of 06 -14 a safe environment, with educational activities, structured programs, field trips, and weekly fun outings. Last year's camp was such a success. We had 75 kids each day, employed youth and adults from the community. This year we have registered 140 youth and have incorporated cultural dance lessions and sporting activities. The Summer Camp will begin the first Monday after the last day of classes for ACS and continue weekly Monday - Friday until the last Friday before ACS classes resume. We will continue to partner with the Asheville Housing Authority and utilize the Arthur R Edington Education center on Livingston Street. This has become a safe space for youth with daily activities and community involvement. The Housing Authority uses a program that allows us to hire responsible adults living within the community to work in the camps. This has created a greater sense of pride within the community. For the past 4 years the Western Carolina Rescue Ministry has agreed to be the fiscal agent for Chosen. This was done to ensure proper accounting of all funds along with proven leadership and oversight. Western Carolina has agreed to continue to act in this capacity in order to ensure programs continue to empower the youth and the community being impacted. This accounting oversight is done at zero cost to Chosen.

Sincerely,
Micheal A. Woods, Chosen Board Member
Western Carolina Rescue Ministries, CEO

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Proposal for the Chosen PODS Summer Camp 2022
Chosen/ Western Carolina Rescue Ministries May 16, 2022

Executive Summary

Similar to the Buncombe County Commission, Chosen with the help of (WCRM) has spent the past 4 years engaging the community, empowering youth and increasing positive outcomes. . Through such a match of values and mission, the Buncombe County Commission and Chosen have the ability to create change in the lives of these young populations that will ensure the next generation is given every opportunity to step out of the grip poverty holds on them and their families in a way that lasts.

Chosen's mission has expanded to providing essential needs to local students through various youth programs specifically targeting at-risk youth. According to Rawhide Youth Services, "A youth at-risk is a child or adolescent who faces extreme threats to a successful transition into adulthood" (par.1). The site also explains that one of the greatest catalysts to putting more youth at-risk is a rise in poverty levels. According to local reporter Beth Walton, there has been a 20% increase in poverty between the years 2014 and 2015, and an increase of up to 44% between 2006 and 2015 in Buncombe County alone (Walton, 2016). Due to this massive increase, there has formed a need for sustainability not just in getting families out of poverty, but also in meeting the additional needs that such a rise in poverty causes such as food, and educational assistance.

In order to meet the needs of local at-risk youth, Chosen is continuing to host a growing after school program, an annual summer long day camp, Chosen youth basketball and Chosen Dance. All of the programs incorporate a mixture of academic and behavioral education, while also creating a safe high character environment for the kids to learn and be fed both physically and spiritually.

The annual budget to run such programs and begin new ones comes to a total of $950,000. This amount includes the after school program, summer camp, daily healthy meals, academic support, transportation and sporting activities. With the support of WCRM, Asheville Housing Authority, Dogwood Trust and many others we believe that we can give the youth in our community the opportunity to achieve greatness. The amount requested for the summer long camp will allow us to serve 140 + kids and employ 20 youth impact workers. The impact these programs have on the community is imperative. Not only do the programs impact the lives of the students academically, but they also show the love of adults that are willing to go the extra mile. The students are held to standards that they complete the work in front of them, but then they are also rewarded for their hard work and taught to persevere no matter the circumstance. Creating such an environment for these students also reciprocates throughout the community and wherever these youths go, freeing them from the hand of poverty for generations to come.

The children enrolled in the after school program get the first opportunity to sign up for camp. Currently we have a waiting list for the summer camp. When considering the growth that has been experienced in the students from the neighborhoods, CEO and Executive Director Micheal Woods states:

"We have over 80 children from all neighborhoods, and this is allowing us to reunite our community. An assistant with Asheville City Schools has reported that teh children that are

attending the Chosen After school program or experiencing greater academic gains. The programs Chosen offers to youth range in their intended goals, but are all commonly intentional in a targeted reach to improve the local community. The problems that the organization seeks to solve are more than physical behavior, but to also instill principles with the intention of breaking generational curses..

Needs Assessment

The Problem

Summer camp and afterschool programs are more than enjoyable for children, they are integral to their development into adulthood. However, many families with low income and unstable home environments lack the resources and sometimes the ability to involve their children in such programs. Students in these environments are defined as "high-risk," meaning they face extreme threats to having a transition into adulthood that is successful and beneficial to their lives, as well as their community. High-risk students have several other factors that contribute to their lack of success. These factors include:

- Poverty
- Household instability
- Unstable academic tools
- Poor community resources
- Adverse childhood experiences

The commonality between these different factors is their cultivation of feelings of isolation and possibly estrangement. Such emotions cause at-risk youth to react negatively to their surroundings.

The People

The levels of at-risk youth are growing in Western North Carolina. Data collected in the NC Youth Risk Behavior Survey by the North Carolina Department of Public Instruction shows summaries of various trends related to youth in school. Not only does the data show a rise in behavior tied to developing at-risk children, but between the middle school and high school years it also shows very little change, if any, between the years of 2017 and 2019.

Child poverty is linked to factors such as academic achievement, physical and psychological health, and overall well-being (Effects of Poverty, Hunger and Homelessness on Children and Youth). Taking a closer look at local conditions, an article published in the Citizen Times states that, "Among 37,000 people identified in Buncombe County by the U.S. Census Bureau as living below the federal poverty threshold in 2015, set last year at $12,082 for a single individual and $25,257 for a family of four. That amounts to just over one in six people in Buncombe County living in poverty in 2015, a 20 percent increase from the year prior and up 44 percent since 2006" (Walton, 2016, par.11). Such a rise in the local poverty levels means the services provided by Chosen are needed like never before.

The target audience for these projects are children defined as at risk, particularly within the communities of Pisgah View, Livingston, Deaverview and Hillcrest. These are four of the lower-income suburban areas in the Asheville area. The afterschool program is open to kids from kindergarten – 8th grade, the summer camp welcomes kids from 1st – 9th grade..

Previous/Current Interventions
Currently, Chosen facilitates the largest after school program for at risk youth in Western North Carolina. The program runs five days a week from 2:30pm – 6:00pm and students are provided a full meal within this time. During the summer, Western Carolina Rescue Ministries also began hosting a day camp for these children. Last year, the camp saw 85 kids enrolled and the organization was able to provide them with two full meals as well as two snacks. Signups for the summer camp are open to the children in the afterschool program a week early, then expand to any children within the targeted grade levels. All programs are available to sign up for at the schools themselves, as well as in the housing centers.

Potential Barriers
Because the programs offered by Chosen do not run on payment from families or schools, funding poses one of the biggest potential barriers. However, the financial records of past years of operations and the attached current budget are evidence of healthy management of resources and the probability of reaching funding goals is reasonable and highly likely.

Gaps in Current Services
Other afterschool programs and summer day programs currently in place also include various programs offered at the YMCA, Camp Good News, and school camps hosted by the Asheville Museum of Art and Science, although all of these programs differ in that they require some form of payment by either parents or schools (Buncombe County Schools Website).

Goal, Objectives, and Methods
Goal
To break the cycles of poverty by mentoring and providing meals for youth via day camp, afterschool programs, and emerging programs targeting at-risk youth.

Outcomes
For the Day Camp in the Summer:
There will be an increase from 65 up to 140 in attendance of at-risk youth in the daily summer camp, which will last the entire afternoon for five days a week from June 13th – August 12th under the supervision of current employees and volunteers. The academic gaps in these students will be targeted and significantly closed, with specific emphasis on reading and math. Program Approach: This objective will be completed with the help of employees and trained volunteers, as well as collaboration with ACS and the CHOSEN after school program. Spreading awareness of the camp will first take place within the daily after school program within the school year. These students will have the first choice of available spots within the summer camp, then any remaining availability will be advertised within the schools themselves. Tutoring for the students will also come from collaboration with Mathematics students at University of North Carolina Asheville (UNCA) and the local Read to Succeed program. Focus on these two specific subjects will target them for academic improvement within the students. Recreational activities will then take place after tutoring in the afternoons and will include subjects such as music, art, swimming, roller skating, basketball, hiking, and dance.

Evaluation

The evaluation for these programs will coordinate with the academic levels of the students and any shifts within their behavior as a result of higher levels of engagement. Attendance will be taken via the signups distributed by the schools and Chosen. The rate at which the programs fill up and any potential waiting lists will also be noted. These records will be evaluated and analyzed in the future as the programs persist.

Records such as test scores will be observed by the schools, especially in students who have participated in the tutoring services as part of the Afterschool and Summer Camp programs. Subjects pertaining to reading and math will be specifically looked at. The hired liaisons (Adult Youth Impact Workers) will be tasked with communicating any behavioral changes or needs and program information between Chosen, the school they are assigned to, and the parents of the children involved. Therefore, these liaisons will serve as integral parts to the evaluation process. In addition to academic and behavioral records, soft data that will also be collected will include updates, quotes, and photos from teachers, and parents.

Future Support

Long-term support for these programs have largely stemmed from members of the CHOSEN after school organization, as well as WCRM's CEO fund. The first grant for these programs came as $15,000 from the Chaddick Foundation, and while grants provide efficiency to raising funding for such programs, they are not the sole form of fundraising Chosen uses. Because these programs are intended to remain available to the target population long-term, Chosen seeks to also raise funds by building relationships with entities such as local schools, ministries, partnering financially with churches, and continuing to build a healthy relationship with the local community.

While the schools are not the biggest asset for raising funds, they are an integral part in keeping the existing and upcoming programs funded. The local schools serve as a main area in which Chosen is able to identify at-risk children and progress is able to be monitored. The schools also play a huge part in local dissemination of Chosen and the services it provides through holding signups and consulting kids and parents on what they can expect within them. Devotion to building these local bonds also helps keep the community updated on both its needs and the solutions being made to fit those needs.

Conclusion

While poverty might be a growing problem in Western North Carolina, Chosen is determined to not let the story end there. Investing in the next generation through the afterschool and summer programs provides not just a means to build connection with the local community, but to lead it into a brighter future. Through partnering with Buncombe County the potential to raise this community out of poverty is ready and available. On behalf of everyone at Chosen, we appreciate your consideration of this grant and hope that whatever decision is made, it is all for the betterment of the community.

PROPOSED PROJECT BUDGET

Project Name	Chosen PODS Summer Camp				
Amount Requested					
	This project would still be viable with a partial award				
Proposed Project Revenue Source			Amount	Confirmed or Pending?	Notes
		Total:	$0.00		
Proposed Project Expenses	**Proposed ARPA Funds**	**Other Funds**	**Total**	**Capital or Operating E:**	**Notes**
Edington Center staffing	$141,600.00		$141,600.00	Operating	1- Program Director- $18/hour, 1- Admin- $16/hr, 20 staff members @ $16/hr
Edington-Academic Leads/Tutors	$5,000.00		$5,000.00		10 hours/week @ $25/hr x 2
Edington-Liability Insurance	$3,000.00		$3,000.00		
Edington- Meals	$50,000.00		$50,000.00	Operating	3 meals/day 10 weeks
Edington-Arts and crafts supplies	$2,500.00		$2,500.00	Operating	
Edington-Academic Supplies	$5,000.00		$5,000.00		
Edington- Cleaning and PPE supplies	$1,000.00		$1,000.00	Operating	
Laptops	$2,000.00		$2,000.00	Operating	
Building equipment cost (e.g. tables and chairs)	$1,000.00		$1,000.00	Capital	
Transportation Operation Renting, Insurance, Gas,	$20,000.00		$20,000.00		
Transportation Capitol every 3 years	$0.00		$0.00		
Swimming 3x/Week	$5,000.00		$5,000.00	Operating	
Skating 2x/mo (All Sites)	$1,000.00		$1,000.00	Operating	
Bowling	$2,000.00		$2,000.00		
LEAF Global trips x2	$1,000.00		$1,000.00	Operating	
Dance classes	$1,000.00		$1,000.00	Operating	
Dance uniforms	$1,000.00		$1,000.00		
DJ & MC- 2 dance recitiles	$600.00		$600.00		
Foam Party x2	$1,000.00		$1,000.00		
Board Games, Balls, Outdoor games	$1,000.00		$1,000.00		
Annual trip to the aquarium	$5,000.00		$5,000.00	Operating	
Young Bus	$5,000.00		$5,000.00		
Family Engagement Events-2	$5,000.00		$5,000.00		
Staff Supplies (chairs)	$1,000.00		$1,000.00		
Other activities and events	$5,000.00		$5,000.00	Operating	
		Total:	$265,700.00		

22 staff
140 Children