Board of Commissioners' Agenda

June 20, 2023

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.

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Discussion / Adjustment / Approval To Follow Agenda top

Good News top

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- Approval of June 6, 2023 Regular Meeting Minutes
- Resolution Approving Pyrotechnic Experts for Firework Display
  - Resolution
- Resolution Appointing Review Officers
  - Resolution
- Resolution Authorizing the Execution of an Interlocal Agreement Between the City of Asheville and the County of Buncombe Regarding a Food Scrap Drop-Off Program
  - Resolution
  - Agreement
  - More Information
- Resolution Granting Utility Easement to Duke Energy Progress
  - Resolution
  - Easement

- More Information

- Budget Amendment for State Lottery Projects for ACS - AHS Classroom Renovation
  - Ordinance
  - More Information

- Budget Amendment to Housing Trust Program Income End of Year Expenditures
  - Ordinance

- Budget Amendment for Medication Assisted Treatment (MAT) Program Grant for FY2023
  - Ordinance

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  - Proclamation

- Elder Abuse Awareness Month Proclamation
  - Proclamation

- Tourism Development Authority
  - More Information

- Independent Review Committee Report on the Water Outage

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- Asheville Community Reparations Commission Update

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New Business top

- Resolution Approving the Acquisition and Adoption of the ExpressVote Voting System for Use in Buncombe County
    - Resolution
- Ordinance Amending Certain Provisions of the Buncombe County Code of Ordinances Solid Waste Management Ordinance
    - Ordinance
    - More Information
- Approval of JCPC FY 2023-2024 Certification and Annual Plan
    - Certification
    - Annual Plan
    - More Information
- FY2024 Budget Adoption
    - Budget Ordinance
        - Fee Schedule
        - Health & Human Services Billing Guide & Fee Schedule
        - Classification & Compensation Plan
    - Capital Projects Ordinance
    - More Information
- Budget Amendment for West Asheville EMS Base Design
    - Ordinance
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- Budget Amendment for Fleet and General Services Complex

Ordinance

- More Information

- Budget Amendment to Comply with the New GASB Standard
  - Ordinances

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- Juvenile Crime Prevention Council
  - Shanon Martin
  - Susan Dotson-Smith
- Tourism Development Authority
  - Brenda Durden

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- July 18 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.
- July 18 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.

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Adjournment top

**MINUTES OF BUNCOMBE COUNTY BOARD OF COMMISSIONERS'
REGULAR MEETING OF JUNE 20, 2023 AT 5 P.M.**

BE IT REMEMBERED: That the Board of Commissioners met in regular session on June 20, 2023, 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, Commissioner
Martin Moore, Commissioner
Parker Sloan, Commissioner
Terri Wells, Vice Chair
Al Whitesides, Commissioner

Staff present: Avril Pinder, County Manager; Sybil Tate, Assistant County Manager; Dakisha Wesley, Assistant County Manager; Mason Scott, Interim Finance Director; John Hudson, Budget Director; Sheriff Quentin Miller; Stoney Blevins, Health & Human Services Director; Mike Mace, General Services Director; Corinne Duncan, Director of Elections; Taylor Jones, Emergency Services Director; Tim Love, Intergovernmental Relations; Nathan Pennington, Planning Director; Dane Pederson, Solid Waste Director; Lamar Joyner, Clerk to the Board; Curt Euler, Staff Attorney

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Commissioner Whitesides motioned to approve the added **Budget Amendment for Medication Assisted Treatment (MAT) Program Grant for FY2023** to the **Consent Agenda**, and the remainder of the agenda. Commissioner Edwards seconded and the motion passed 7-0.

- Approval of June 6, 2023 Briefing Meeting Minutes
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- Resolution Approving Pyrotechnic Experts for Firework Display
  - Resolution
- Resolution Appointing Review Officers
  - Resolution
- Resolution Authorizing the Execution of an Interlocal Agreement Between the City of Asheville and the County of Buncombe Regarding a Food Scrap Drop-Off Program
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  - Ordinance
- Budget Amendment for Medication Assisted Treatment (MAT) Program Grant for FY2023
  - Ordinance

PUBLIC COMMENT

Stephanie Phillips advocated for veterans and expressed thanks for the Memorial Day service.

Mary Standaert delivered an invitation to the Unveiling of the NC Historical Marker for The Allen School on October 21, 2023 at 2 p.m.

The following individuals spoke in support of the public schools' budget that included wage increases:

Yvonne Dendy	Pepi Acebo	Matthew Leggat	Christina Mason
Mary Standaert	Chris Kingsley	Liz LeBleu	Soren Pedersen

PRESENTATIONS

- **Pride Month Proclamation**

Commissioner Beach-Ferrara read and presented the proclamation to Dr. Noreal Armstrong, Equity & Human Rights, and Peyton Staley, HHS. The proclamation was accepted and they thanked the Commissioners for the County's support.

- **Elder Abuse Awareness Month Proclamation**

Commissioner Sloan read and presented the proclamation. Stoney Blevins, HHS Director, and Laurie Dotson, HHS, accepted the proclamation was and expressed gratitude.

- **Tourism Development Authority**

Vic Isley, President & CEO at Explore Asheville, updated the Board of the recent and future activities for the authority.

- **Independent Review Committee Report on the Water Outage**

Dennis Fagnant and Kim “Dirt” Murphy presented to the Board the final report of the water outage beginning December 24, 2022. The committee was tasked with investigating the water system operations, providing findings, and delivering recommendations. Emergency response coordination was identified as an important part of planning for future situations.

COUNTY MANAGER’S REPORT

- **Asheville Community Reparations Commission Update**

Dr. Noreal Armstrong, Equity & Human Rights, provided a quarterly update on the progress of the Reparations Commission that is a partnership with the City of Asheville and Buncombe County. Stop the Harm Audit, project progress, and timeline were discussed. A video from Arteria Collective with discussions from the youth was shared.

NEW BUSINESS

- **Resolution Approving the Acquisition and Adoption of the ExpressVote Voting System for Use in Buncombe County**

Corinne Duncan, Election Services Director, explained that the proposal is to streamline the way ballot marking and production is conducted during Early Voting and recommended expanding the use of ExpressVote from ADA only, to the main marking method for Early Voting. The Board of Elections approved adoption on January 24, 2023.

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

- **Ordinance Amending Certain Provisions of the Buncombe County Code of Ordinances Solid Waste Management Ordinance**

Dane Pederson, Solid Waste Director, explained that the proposed amendments to the Solid Waste Ordinance will make clear that violations of requirements to cover or secure a load and clarifying user tipping fees at the transfer station and landfill are intended to encourage haulers to separate recycling from their waste loads, diverts waste, and extend the life of the landfill. Also, a double base tip fee for loads containing 5% by weight or volume will be imposed on the following recyclable materials: corrugated cardboard, untreated wood products suitable for mulching, clean concrete, cinder blocks, brick, concrete with steel or any type metals.

Vice Chair Wells moved to approve the Ordinance Amending Certain Provisions of the Buncombe County Code of Ordinances - Solid Waste Management Ordinance. Commissioner Edwards seconded and the motion passed 7-0.

- **Approval of JCPC FY 2023-2024 Certification and Annual Plan**

Hannah Legerton, Justice Services, explained that Juvenile Crime Prevention Council (JCPC) has completed all the necessary requirements from the state and is in compliance, and each year the state requires local JCPC’s to submit their Certification and Annual Plan. Current local data and funding history was shared during the presentation.

Commissioner Moore moved to approve the Buncombe County Juvenile Crime Prevention Council Certification and Annual Plan. Commissioner Sloan seconded and the motion passed 7-0.

- **FY2024 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 Moore seconded and the motion passed 7-0.

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

In accordance with GS §14-234.3, Commissioner Moore 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 Sloan seconded and the motion passed 7-0.

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

In accordance with GS §14-234.3, Commissioner Whitesides moved to recuse Commissioner Moore from voting on the $356,00 grant due to the conflict of interest of being a member of the Open Doors of Asheville, Inc. Commissioner Edwards seconded and the motion passed 7-0.

Commissioner Sloan moved to approve the $356,000 grant to the Open Doors of Asheville, Inc. Commissioner Beach-Ferrara seconded and the motion passed 6-0.

In accordance with GS §14-234.3, Commissioner Sloan moved to recuse Commissioner Moore from voting on the $129,788 grant due to the conflict of interest of being a member of the Asheville Area Arts Council. Commissioner Edwards seconded and the motion passed 7-0.

Commissioner Edwards moved to approve the $129,788 grant to the Asheville Area Arts Council. Commissioner Beach-Ferrara seconded and the motion passed 6-0.

John Hudson, Budget Director, reviewed the process, explained the recommended budget changes since June 6th Board meeting and provided highlights of the budget.

Commissioner Whitesides moved to adopt the FY2024 Annual Funds Ordinance and associated fee schedules and Position Classification and Compensation plan. Commissioner Edwards seconded and the motion passed 7-0.

Commissioner Sloan moved to adopt the Capital Project Funds Ordinance. Vice Chair Wells seconded and the motion passed 7-0.

- **Budget Amendment for West Asheville EMS Base Design**

John Hudson, Budget Director, explained the budget amendment. Robert Brown, General Services, stated that the project will explore potential siting and construction of an EMS Base in West Asheville. The project will initially consist of the conducting a feasibility study to determine the best use opportunities for the site to accommodate both Asheville City Schools and Buncombe County, and for placement of a temporary mobile EMS base on the Asheville Primary School site.

Vice Chair Wells moved to approve the capital project, approve budget amendment, and approve change of project scope for FY23 EMS Base Construction project. Commissioner Edwards seconded and the motion passed 7-0.

- **Budget Amendment for Fleet and General Services Complex**

John Hudson, Budget Director, explained the budget amendment. Scott Metcalf, General Services, stated that the amendment is to increase the total project budget of the FY20 Fleet and General Services Complex by $1,704,093 to offset the additional costs required for constructing the facility.

Vice Chair Wells moved to approve the budget amendment as presented and recommend executing the construction contract with Hickory Construction. Commissioner Moore seconded and the motion passed 7-0.

- **Budget Amendment to Comply with the New GASB Standard**

John Hudson, Budget Director, explained the budget amendment.

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

BOARD APPOINTMENTS

Commissioner Moore moved to reappoint **Shanon Martin** (School Superintendent/designee) and **Susan Dotson-Smith** (Chief District Judge/designee), to the **Juvenile Crime Prevention Council**. Commissioner Edwards seconded and the motion passed 7-0.

Vice Chair Wells moved to reappoint **Brenda Durden** to the **Tourism Development Authority**. Commissioner Edwards seconded and the motion passed 7-0.

ANNOUNCEMENTS

The Chairman made the following announcements:

- *July 18 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.*
- *July 18 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.*

Commissioner Edwards moved to adjourn the meeting. Commissioner Beach-Ferrara seconded and the motion passed 7-0. The meeting was adjourned at 8:45 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: 6/20/2023

Consent Agenda

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

Contact(s): Kevin Tipton, Fire Marshal

Subject: Resolution Approving Pyrotechnic Experts for Firework Displays

Brief Summary:

- Request from Hale Artificier Inc. and William Brian Howland to conduct a fireworks display on 7/4/23 at Lake Julian Park, 37 Lake Julian Road, Arden, NC 28704.
- Request from Lutheridge Camp and Jeff Ritchie to conduct a fireworks display on 7/7/23 at 2511 Hendersonville Road, Arden, NC 28704.

Recommended Motion & Requested Action: Approve resolution.

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

RESOLUTION #:23-06-08

RESOLUTION APPROVING PYROTECHNICS EXPERTS FOR CONDUCTING FIREWORKS DISPLAYS

WHEREAS, pursuant to NCGS §§ 14-410 and 14-413 the Board of Commissioners is authorized to review and approve the qualifications of persons applying for approval as pyrotechnics experts for the purpose of conducting fireworks displays; and

WHEREAS, application has been made by Hale Artificier Inc. and Lutheridge Camp for pyrotechnic displays;

WHEREAS, the Fire Marshal has reviewed and determined that the application meets the standards set forth in the general statutes and the required proof of insurance has been provided; 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
Hale Artificier Inc.	37 Lake Julian Road, Arden	July 4, 2023
Lutheridge Camp	2511 Hendersonville Road, Arden	July 7, 2023

That should inclement weather prevent the presentation of said display on said date(s), then the pyrotechnics display may be rescheduled to a postponement date with the consent of the fire Marshal or designee.

2. That pursuant to NCGS §§ 14-410 and 14-413 this Board finds that the above-named individual/company is a qualified pyrotechnic expert for the purpose of conducting fireworks displays.

ADOPTED this the 20th day of June, 2023.

ATTEST

Lamar Joyner

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

By: Brownie Newman

Brownie Newman, Chairman

APPROVED AS TO FORM

County Attorney

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

Consent Agenda

Department: Planning

Presenter(s): Nate Pennington **Contact(s):** Nate Pennington or Michael Frue

Subject: Resolution Appointing Review Officers

Brief Summary: Pursuant to GS 47-30.2, the county board of commissioners of each county is required to appoint by resolution one or more persons as review officers to review each map and plat before it is recorded and certify that it meets the statutory requirements for recording. The appointments periodically require an update to reflect staffing changes, and this resolution does so.

Recommended Motion & Requested Action: Approve Resolution Appointing Review Officers.

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

Prepared by and Return to: Michael C. Frue, Buncombe County
200 College Street
Asheville NC 28801

RESOLUTION #23-06-09

RESOLUTION APPOINTING REVIEW OFFICERS

_____

WHEREAS, pursuant to GS 47-30.2, the Buncombe County Board of Commissioners is required to appoint by resolution one or more persons as review officers to review a plat before it is recorded and certify that it meets the statutory requirements for recording;

WHEREAS, this Board has previously appointed staff members from the Buncombe County and City of Asheville Planning Departments as review officers, and these appointments periodically require an update to reflect staffing changes; and

WHEREAS, the Buncombe County and City of Asheville Planning Departments have requested that the staff members listed in the attached Exhibit A be appointed.

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

1. That the County employees identified in Exhibit A are hereby appointed to serve as review officers for Buncombe County.

2. That the City employees identified in Exhibit A are hereby appointed to serve as review officers for all plats submitted within the jurisdiction of the City of Asheville.

3. That this Resolution shall be recorded in the Office of the Register of Deeds after adoption and the Register of Deeds Office shall index in the Grantor Index in the name of each review officer shown on Exhibit A.

4. That upon discontinuing employment or otherwise assuming different job responsibilities with the County of Buncombe or the City of Asheville as applicable, the duties of an appointed individual shall cease.

5. That this resolution shall be effective upon its adoption.

This 20th day of June, 2023.

ATTEST

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

By: _____
Brownie Newman, Chairman

APPROVED AS TO FORM

County Attorney

EXHIBIT A

Plat Review Officers for Buncombe County:

Brittain Sluder	County Planning
Haylee Madfis	County Planning
Courtney Savannah Gibson	County Planning
Shannon Capezzali	County Planning
Gillian Phillips	County Planning
Nathan Pennington	County Planning
Matt Card	County Planning
Tiffiny Mila White	County Planning
Jason Payne	County Planning
Jacob Compher	County Planning
Griffin Kearns	County Planning

Plat Review Officers for the City of Asheville

Jennifer Blevins	City Planning
Grainne Miser	City Planning
Sam Starr-Baum	City Planning
Haley Mahoney	City Planning
Tyler Kelley	City Planning
Stuart Rohrbaugh	City Planning
Christopher Collins	City Planning
Nancy Watford	City Planning

I, Lamar Joyner, duly appointed Clerk to the Board of Commissioners for Buncombe County, dohereby certify that the above individuals were duly appointed by the Board of Commissioners to serve as review officers on June 20, 2023.

Lamar Joyner
Clerk to the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

Consent Agenda

Department: Solid Waste / Legal & Risk

Presenter(s): Casi Lohmeyer **Contact(s):** Casi Lohmeyer / Dane Pederson

Subject: Inter-Local Agreement between the City of Asheville and the County of Buncombe

Brief Summary: Buncombe County and the City of Asheville plan to enter into an initiative to co-manage a Food Scraps Drop-Off program. The program will provide food scraps drop-off sites to the public free of charge, with food scraps drop-off sites located within city limits and outside city limits to serve both city and county residents. An Interlocal agreement is required for such a mutual undertaking.

Pursuant to GS 160A-461 a city and county may enter into agreements with each other in order to execute any undertaking as ratified by resolution of the governing board of each unit of government. City Council has approved such a resolution and County staff are requesting approval of this Board.

Recommended Motion & Requested Action: Approve the execution of the Inter-Local Agreement between the City of Asheville and the County of Buncombe

County Manager's comments and Recommendation: Approve as presented

RESOLUTION NO. 23-06-10

RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF ASHEVILLE AND THE COUNTY OF BUNCOMBE REGARDING A FOOD SCRAP DROP-OFF PROGRAM

WHEREAS, Buncombe County and the City of Asheville plan to enter into an initiative to co-manage a Food Scraps Drop-Off program;

WHEREAS, the program will provide food scraps drop-off sites to the public free of charge, with food scraps drop-off sites located within city limits and outside city limits to serve both city and county residents;

WHEREAS, an Interlocal agreement is required for local governments to enter into such a mutual undertaking;

WHEREAS, pursuant to GS 160A-461 a city and county may enter into agreements with each other in order to execute any undertaking as ratified by resolution of the governing board of each unit of government;

WHEREAS, per City Council Resolution No. 23-95 signed on May 9, 2023, City Council authorized the City Manager to enter into this Interlocal Agreement; and

WHEREAS, the Board of Commissioners is of the opinion that it is in the best interest of the parties involved to enter into this Interlocal Agreement with the City of Asheville.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE AS FOLLOWS:

1. That the County Manager is hereby authorized to execute the attached Interlocal Agreement between the City of Asheville and the County of Buncombe.

2. That this Resolution shall be upon its adoption.

Adopted this 20th day of June, 2023.

ATTEST:

Lamar Joyner, Clerk to the Board

BOARD OF COMMISSIONERS
FOR THE COUNTY OF BUNCOMBE

By: _____
Brownie Newman, Chairman

APPROVED AS TO FORM:

County Attorney

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

INTER-LOCAL AGREEMENT BETWEEN THE CITY OF ASHEVILLE AND THE COUNTY OF BUNCOMBE, NC

This Agreement is entered into effective July 1, 2023 by and between the COUNTY OF BUNCOMBE, a body politic and corporate, organized and existing under the laws of the State of North Carolina (hereinafter referred to as "County") and CITY OF ASHEVILLE, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter "City," collectively referred to as the "Parties").

WHEREAS, in 2014 the City adopted Resolution 14-27 establishing a 50% waste reduction goal and benchmarks for the City of Asheville;

WHEREAS, in 2017 the City updated Food Policy Action Plan per resolution 17-257, calling for the creation of an actionable plan for city food waste recovery, composting, and redistribution; and

WHEREAS, in 2020 City Council declared a Climate Emergency and emergency mobilization effort to restore a safe climate; and

WHEREAS, in 2020, the Buncombe County Board of Commissioners approved the 2025 Strategic Plan which targets greenhouse gas reduction throughout the County; and

WHEREAS, the Buncombe County Solid Waste department's foundational goal is to extend the life of the Buncombe County Landfill; and

WHEREAS, pursuant to N.C.G.S. 160A-461 the City and County may enter into agreements with each other in order to execute any undertaking and the agreement shall be ratified by resolution of the governing board of each unit of government; and

WHEREAS, per City Council Resolution No. 23-95 signed on May 9, 2023, City Council authorized the City Manager to enter into this Interlocal Agreement with Buncombe County for City of Asheville Food Scraps Drop-Off program co-management; and

WHEREAS, the Buncombe County Board of Commissioners approved a resolution dated June 20, 2023 authorizing the County Manager to enter into this Interlocal Agreement with the City of Asheville for Food Scraps Drop-Off program co-management; and

WHEREAS, City and County mutually wish to partner on this initiative to provide food scraps drop-off sites to the public free of charge, with food scraps drop-off sites located within city limits and outside city limits to serve both city and county residents, and find that, under the terms of this Agreement, it is in the best interests of both parties and that the undertaking will benefit the public; and

NOW THEREFORE, in consideration of the mutual promises made in this Agreement and the mutual reliance placed by each party on the responsibilities of each party, and such other considerations as the parties agree is good and sufficient, it is agreed as follows:

1. **CITY RESPONSIBILITIES:**
    a. Work with Buncombe County staff to identify qualified hauler for Food Scraps Collection services for all drop-off sites
    b. Work with Buncombe County staff to draft and negotiate contract scope of work with hauler
    c. Oversee facility management and maintenance needs for any food scraps drop-off sites located on City property

d. Provide customer service support, such as ongoing registration and communication with registered users including confirmation emails, daily/weekly responses to inquiries, program updates and user data management for all sites
e. Upon presentation of an invoice, provide funds to the County within 30 days of receipt to pay 50% of the hauling contract which has been paid by the County to the hauler for sites located within city limits
f. Work with the County to analyze expansion needs and determine locations of future drop-off sites within City limits

2. COUNTY RESPONSIBILITIES:

a. Work with City of Asheville staff to identify qualified hauler for Food Scraps Collection services for all drop-off sites
b. Work with City of Asheville staff to draft and negotiate contract scope of work with hauler
c. Select the food scraps hauler vendor and execute and manage the food scraps hauler contract
d. Manage hauler communications and logistics for all sites
e. Work with selected hauler to establish and maintain weight data recording, reporting and management
f. Manage contract administration and invoice payment to ensure contract compliance and ongoing quality of service for all contract deliverables and provide to the City an invoice showing full payment to the hauler. The City shall pay 50% of the total cost of hauling for sites within City limits and the County shall pay the remaining costs.
g. Oversee facility management and maintenance needs for any food scrap drop-off sites located on County property
h. Work with the City to analyze expansion needs and determine locations of future drop-off sites within City limits

3. ACCOUNTABILITY AND REPORTING

a. Each party shall make available such records and accounts including property, personnel and financial records as are deemed necessary to assure a proper accounting and financial reporting
b. Total Amount Expended by the City: **The maximum amount of money that shall be expended by the City for contracted hauling costs considering the term of the agreement is $15,000 annually.**
c. Appropriations by the County: The County will contribute an amount for contracted hauling costs in an amount to be determined by the Board of Commissioners in the annual budget.
d. The County and City will work together to ensure state reporting is consistent and accurate The County will report all weight tonages from all food scraps drop off sites in annual state reporting documents.

4. INDEMNIFICATION AND INSURANCE

Indemnification: To the extent permitted by law, the City agrees to indemnify, defend, and hold harmless the County and any of their officers, agents and employees from any claims of third parties arising out or any act or omission of the City in connection with the performance of this contract.

To the extent permitted by law, the County agrees to indemnify, defend, and hold harmless the City and any of their officers, agents and employees from any claims of third parties arising out or any act or omission of the County in connection with the performance of this contract.

Insurance: The City is self-insured for general liability and maintains excess general liability coverage up to $15,000,000 per occurrence: Including coverage for bodily injury and property damage. In addition, the City is self-insured for workers' compensation and maintains excess workers' compensation coverage per statutory requirement and carries $1,000,000 of employer's liability insurance.

The County is self-insured for general liability and maintains excess general liability coverage up to $7,000,000 per occurrence: Including coverage for bodily injury and property damage. In addition, the County is self-insured for workers' compensation and maintains excess workers' compensation coverage per statutory requirement and carries $1,000,000 of employer's liability insurance.

(a) Providing and maintaining the types and amounts of insurance or self-insurance specified in this paragraph is a material obligation of the City and County.

(b) The City and County shall comply at all times with all lawful terms and conditions of each of its insurance policies and all lawful requirements of its insurer.

5. LAWS

The City and the County agree to comply with all federal, state and local laws in the course of its business and as a condition of this Agreement. The City and County agree to provide the other any information necessary should they require additional documentation.

6. **GOVERNING LAW**

This agreement and the rights and obligations of the parties hereunder shall be governed in all respects by the laws of the State of North Carolina. This agreement and documents made in connection with its performance are or may be public records pursuant to North Carolina law.

7. ENTIRE AGREEMENT

This Agreement constitutes the entire written Agreement of the parties with respect to the matters set forth herein.

8. TERM

The term of this agreement shall begin on July 1, 2023 and ends on June 30, 2024. This agreement shall renew automatically for successive one year terms provided the Parties appropriate funding. In no case shall the term of this Agreement exceed ten (10) years.

9. TERMINATION

This agreement may be terminated by either party for any reason or no reason upon ninety (90) days notice to the other party.

10. SEVERABILITY

Should any provision or provisions contained in this Agreement be declared by a court of competent jurisdiction to be void, unenforceable or illegal, such provision or provisions shall be severable and the remaining provisions hereof shall remain In effect.

11. E-VERIFY

E-Verify Employer Compliance: Employers and their subcontractors with 25 or more employees as defined in Article 2 of Chapter 64 of the NC General Statutes must comply with E-Verify requirements to contract with governmental units. E-Verify is a Federal program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law. E-verify can be accessed via this link: https://www.e-verify.gov/

12. NON-DISCRIMINATION

In accordance with State and Federal laws, each party shall not discriminate against any person on the basis of sex, national origin, race, ethnic background, color, religion, age or disability in its program activities related to this Agreement.

In accordance with State and Federal laws, the Parties shall not discriminate against any person on the basis of race, natural hair or hairstyles, ethnicity, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief or non-belief, age, or disability in its program activities related to this Agreement.

13. REPRESENTATIVES

The County's designated representative and mailing address of the representative is as follows:

Avril Pinder, Buncombe County Manager
200 College Street, Suite 300
Asheville, NC 28801
avril.pinder@buncombecounty.org
(828)250-4100

Buncombe County Solid Waste
Attention: Dane Pedersen, Solid Waste Director
81 Panther Branch Road
Alexander, NC 28701
dane.pedersen@buncombecounty.org
828-250-5460

The City's designated representative and mailing address of the representative is as follows:

Debra Campbell,City Manager
PO Box 7148
Asheville, NC 28802
dcampbell@ashevillenc.gov
828-259-5604

Daily Contact for the City
Alex Miller
Waste Reduction Program Manager
PO Box 7148
Asheville, NC 28802
Amiller@ashevillenc.gov
828-767-2629

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

ATTEST: **CITY OF ASHEVILLE**

_____ **_____**
Magdalene Burleson, City Clerk **Debra Campbell, City Manager**

This document has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
Finance Director, City of Asheville or Designee

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

I, Notary Public of the County and State aforesaid certify that Magdalen Burleson personally came before me this day and acknowledged that she is the City Clerk of the City of Asheville, a municipal corporation, and that by authority duly given and as the act of the corporation the foregoing instrument was signed in its name by the City Manager and attested by herself as its City Clerk.

Witness my hand and notarial seal this ____ day of _____, 2023.

_____
Notary Public
Type or Print Name: _____
My Commission Expires: _____

ATTEST: **BUNCOMBE COUNTY**

_____ **_____**
Lamar Joyner, Clerk to the Board of County Commissioners **Avril Pinder, County Manager**

This document has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
Finance Director, Buncombe County or Designee

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

I, Notary Public of the County and State aforesaid certify that Lamar Joyner personally came before me this day and acknowledged that he is the Clerk to the Board of County Commissioner, a municipal corporation, and that by authority duly given and as the act of the corporation the foregoing instrument was signed in its name by the County Manager and attested by himself as its City Clerk.

Witness my hand and notarial seal this ____ day of _____, 2023.

_____
Notary Public
Type or Print Name: _____
My Commission Expires: _____

RESOLUTION NO. 23-95

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH BUNCOMBE COUNTY FOR FOOD SCRAPS DROP-OFF PROGRAM CO-MANAGEMENT

WHEREAS, the City of Asheville has authority pursuant to N.C.G.S. 160A-461, units of local government may enter into agreements with each other in order to jointly exercise any power or function of local government; and

WHEREAS, per City Council Resolution No. 14-27, the City adopted a resolution establishing a 50% municipal solid waste reduction goal; and

WHEREAS, per City Council Resolution No. 17-257, the City adopted a Food Policy Action Plan including a resource stewardship focus area; and

WHEREAS, per City Council Resolution No 23-70, the City adopted a resolution adopting the municipal climate action plan for municipal sustainability goals and initiatives which includes strategies to make progress on municipal waste reduction; and

WHEREAS, the Food Scraps Drop-Off pilot program was launched in September 2021 at 1 site and has expanded, in collaboration with Buncombe County, to include 6 sites located within the City of Asheville and 2 sites in Buncombe County; and

WHEREAS, City and County desire to enter into an interlocal agreement for a period not to exceed 5 years, in order to co-manage and equally co-fund hauling and collection services to support Food Scraps Drop-Off program operations; and

WHEREAS, for the first year of the agreement, the City will contribute 50% of hauling fees for food scraps drop-off sites located within Asheville City limits not to exceed $15,000 in FY24;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to enter into an interlocal agreement with Buncombe County for City of Asheville Food Scraps Drop-Off program co-management.

Read, approved and adopted this the 9th day of May, 2023.

Magdalen Burleson
City Clerk

Esther E. Manheimer
Mayor

Approved as to form:

City Attorney

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

Consent Agenda

Department: Legal

Presenter(s): Michael Frue **Contact(s):** Michael Frue

Subject: Resolution Granting Easement to Duke Energy Progress

Brief Summary: Pursuant to NCGS §160A-273 a county has the authority to grant easements over, through, under, or across any county property. The County is the listed owner of a certain parcel of land located off Old US 19/23 Highway at the corner of Fairmont Road in Candler identified as PIN #: 8697-72-5290 containing 0.06 acres, more or less, and described in deed recorded in Deed Book 1956, Page 717 Buncombe County Registry. Duke Energy Progress, LLC ("DEP") is in the process of placing and replacing utility lines in the area and has requested an easement across this County-owned property. This parcel has other utilities on site and is not needed for other County functions.

Recommended Motion & Requested Action: Approve Resolution Granting easement to Duke Energy Progress.

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

RESOLUTION #23-06-11

RESOLUTION GRANTING EASEMENT TO
DUKE ENERGY PROGRESS, INC.

WHEREAS, pursuant to NCGS §160A-273 a county has the authority to grant easements over, through, under, or across any county property;

WHEREAS, the County is the listed owner of a certain lot or parcel of land located off Old US 19/23 Highway at the corner of Fairmont Road in Candler identified as PIN #: 8697-72-5290.00000 containing 0.06 acres, more or less, and described in deed recorded in Deed Book 1956, Page 717 Buncombe County Registry;

WHEREAS, Duke Energy Progress, LLC ("DEP") is in the process of placing and replacing utility lines in the area and has requested an easement across this County-owned property;

WHEREAS, this parcel has other utilities on site and is not needed for other County functions: and

WHEREAS, this Board is of the opinion that it is in the best interests of the citizens and residents of the County to grant an easement to DEP in order to facilitate these services.

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

1. That the Chair and County Manager, or either one of them, be and is hereby authorized to execute an Easement (a copy of which is attached to this agenda packet) granting to Duke Energy Progress, Inc. an easement to construct, maintain, and operate electric and/or communication facilities on the property described above.

2. That this resolution shall be effective upon its adoption.

This the 20th day of June, 2023.

ATTEST

Lamar Joyner

_____
Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE
COUNTY OF BUNCOMBE

By: Brownie Newman

_____
Brownie Newman, Chairman

APPROVED AS TO FORM

_____
County Attorney

Prepared by: Duke Energy Progress, LLC
Return to: Duke Energy Progress, LLC
Attn: Southeastern Land Company
PO Box 1241
Conway, SC 29528

Parcel # 869772529000000

EASEMENT

State of North Carolina

County of Buncombe

THIS EASEMENT ("**Easement**") is made this _____ day of _____ 20_____, from **COUNTY OF BUNCOMBE**, a body corporate and politic organized under the laws of the State of North Carolina ("**Grantor**", whether one or more), to **DUKE ENERGY PROGRESS, LLC**, a North Carolina limited liability company ("**Grantee**").

Grantor, for and in consideration of the sum of One and 00/100 Dollar ($1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto Grantee a perpetual and non-exclusive easement, to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify, and remove electric and communication lines including, but not limited to, all necessary supporting structures, and all other appurtenant apparatus and equipment for the transmission and distribution of electrical energy, and for technological purposes related to the operation of the electric facilities and for the communication purposes of Incumbent Local Exchange Carriers (collectively, "**Facilities**").

Grantor is the owner of that certain property described in that instrument recorded in Deed Book 1956, Page 717, Buncombe County Register of Deeds ("**Property**").

The Facilities may be both overhead and underground and located in, upon, over, along, under, through, and across a portion of the Property within an easement area described as follows:

A strip of land thirty feet (30') in uniform width for the overhead portion of said Facilities and a strip of land twenty feet (20') in uniform width for the underground portion of said Facilities, lying equidistant on both sides of a centerline, which centerline shall be established by the center of the Facilities as installed, along with an area ten feet (10') wide on all sides of the foundation of any Grantee enclosure/transformer, vault and/or manhole, (hereinafter referred to as the "**Easement Area**").

The rights granted herein include, but are not limited to, the following:

1. Grantee shall have the right of ingress and egress over the Easement Area, (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).
2. Grantee shall have the right to trim, cut down, and remove from the Easement Area, at any time or times and using safe and generally accepted arboricultural practices, trees, limbs, undergrowth, other vegetation, and obstructions.
3. Grantee shall have the right to trim, cut down, and remove from the Property, at any time or times and using safe and generally accepted arboricultural practices, dead, diseased, weak, dying, or leaning trees or limbs, which, in the opinion of Grantee, might fall upon the Easement Area or interfere with the safe and reliable operation of the Facilities.
4. Grantor shall not place, or permit the placement of, any structures, improvements, facilities, or obstructions, within the Easement Area, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such structure, improvement, facility, or obstruction at the expense of Grantor.
5. Excluding the removal of vegetation, structures, improvements, facilities, and obstructions as provided herein, Grantee shall promptly repair or cause to be repaired any physical damage to the surface area of the Easement Area and Property resulting from the exercise of the rights granted herein to Grantee. Such repair shall be to a condition which is reasonably close to the condition prior to the damage, and shall only be to the extent such damage was caused by Grantee or its contractors or employees.
6. All other rights and privileges reasonably necessary, in Grantee's reasonable discretion, for the safe, reliable, and efficient installation, operation, and maintenance of the Facilities.

The terms Grantor and Grantee shall include the respective heirs, successors, and assigns of Grantor and Grantee. The failure of Grantee to exercise or continue to exercise or enforce any of the rights herein granted shall not be construed as a waiver or abandonment of the right thereafter at any time, or from time to time, to exercise any and all such rights.

TO HAVE AND TO HOLD said rights, privilege, and easement unto Grantee, its successors, licensees, and assigns, forever.

IN WITNESS WHEREOF, Grantor has signed this Easement under seal effective this _____ day of _____, 20_____.

COUNTY OF BUNCOMBE
a body corporate and politic organized under the laws of the State of North Carolina

_____ (SEAL)

By: _____,

_____ Title

Attest:

_____

By: _____,

_____ Title

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public of _____ County, State of _____, certify that _____ personally appeared before me this day and acknowledged that he/she is _____ of COUNTY OF BUNCOMBE, a body corporate and politic organized under the laws of the State of North Carolina, and that by authority duly given and as the act of said a body corporate and politic organized under the laws of the State of North Carolina, the foregoing EASEMENT was signed in its name by its _____, sealed with its official seal, and attested by herself/himself as its _____.

Witness my hand and notarial seal, this ____ day of _____, 20_____.

(Notary Seal)

Notary Public: _____

Commission expires: _____

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

BUNCOMBE COUNTY, a body politic and corporate
of the State of North Carolina

By: _____
Brownie Newman, Chairman

Attest:

_____
Lamar Joyner, Clerk to the Board

STATE OF NORTH CAROLINA

COUNTY OF BUNCOMBE

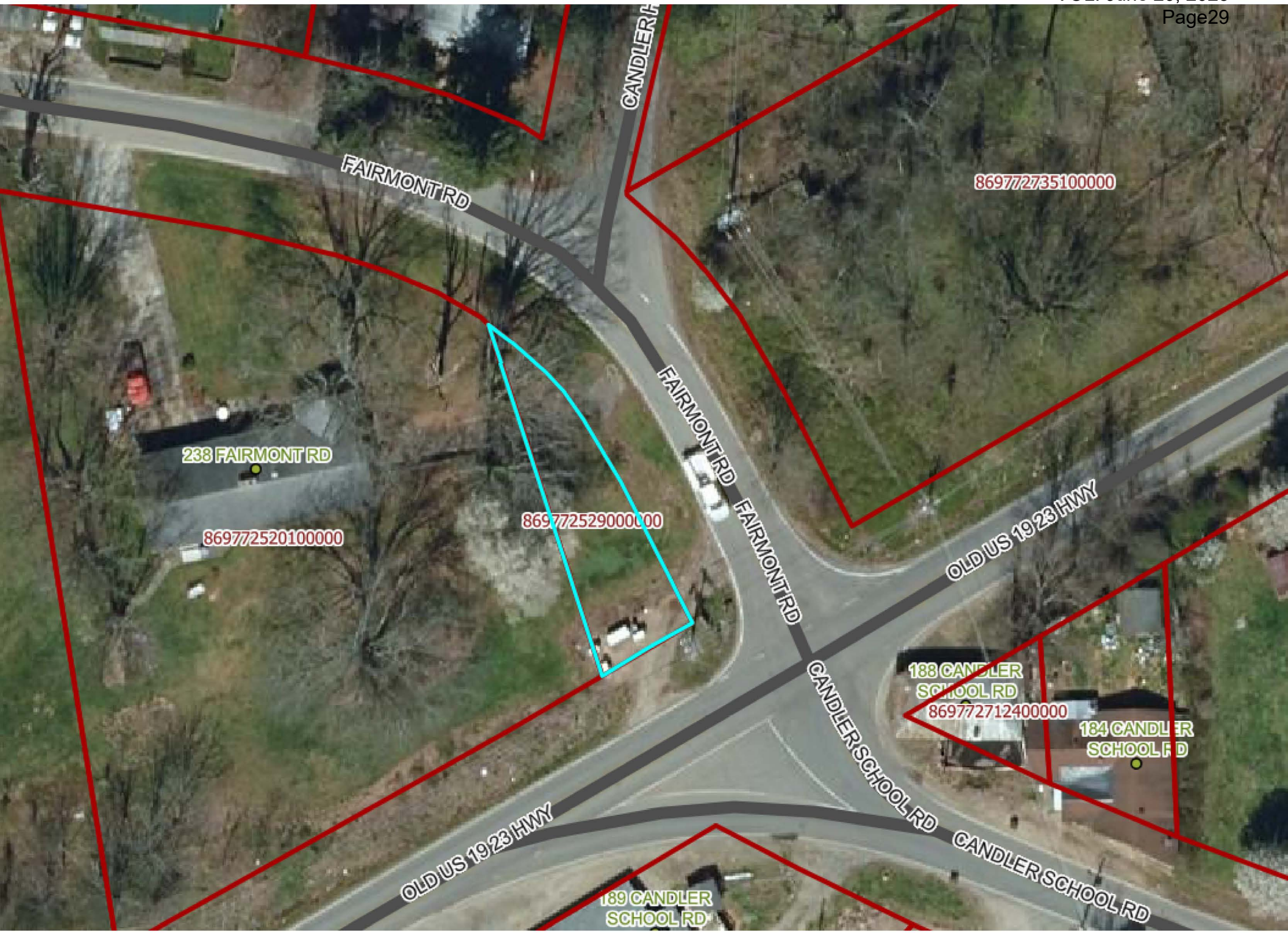
I, _____, Notary Public for said County and State, has personal knowledge of the identity of Lamar Joyner, and hereby certifies that said Lamar Joyner, Clerk to the Board, personally appeared before me this day and acknowledged that he is Clerk to the Board of Commissioners of County of Buncombe and that Brownie Newman is the Chairman of the Board of Commissioners of Buncombe County, and that by authority duly given and as the act of the County of Buncombe, the foregoing instrument was signed in its name by said Chairman, sealed with its official seal, and voluntarily attested to by himself as its Clerk as the act and deed of the County of Buncombe, all by authority duly given by its governing body.

Witness my hand and notarial seal, this the ___ day of June, 2023.

_____

Notary Public

My commission expires:


FAIRMONT RD
CANDLER
869772735100000
238 FAIRMONT RD
869772520100000
FAIRMONT RD
FAIRMONT RD
OLD US 19 23 HWY
188 CANDLER SCHOOL RD
869772712400000
184 CANDLER SCHOOL RD
CANDLER SCHOOL RD
CANDLER SCHOOL RD
OLD US 19 23 HWY
189 CANDLER SCHOOL RD

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 20, 2023

Consent Agenda

Department: Budget

Presenter(s): John Hudson, Budget

Contact(s): Dr. Jim Causby, Asheville City Schools
John Hudson, Budget

Subject: State Lottery Projects - ACS - AHS Classroom Renovation

Brief Summary: In March, Asheville City Schools requested, with the Board of Commissioners' approval (3/21/23), $715,000 from the Public School Building Capital Fund- North Carolina Education Lottery, including $355,000 for the Asheville High School Classroom Renovation.

On June 6th, the Board of Commissioners approved receipt of $40,000 from Lottery Funds for design of this project.

The Department of Public Instruction has now approved the remaining $315,000 from Lottery Funds for construction of the AHS Classroom Renovation project.

This amendment establishes the construction project.

Recommended Motion & Requested Action: Approve budget amendment

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

ORDINANCE #23-06-12

BUNCOMBE COUNTY, NORTH CAROLINA

Public School ADM Capital Fund Project Ordinance

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 Public School ADM 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Project Name:	State Lottery Projects - ACS - AHS Classroom Renovation

Description:

On March 21st, the Board approved two projects for Asheville City Schools to be submitted to the Dept. of Public Instruction for Lottery funding. Of the $715,000 request, $355,000 was for Asheville High School Classroom Renovation. On June 6th, the Board approved the receipt of funds in the amount of $40,000 for design of this project. Now, the Department of Public Instruction has approved the remaining $315,000 for construction. This amendment establishes this construction project.

Funding Source:

NC Education Lottery Funding - Public School Building Capital Fund

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
ACS - Asheville High - CONSTRUCTION - Classroom Renovati	$ 315,000	$ 315,000
TOTAL	$ 315,000	$ 315,000

ATTEST:

Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By:

Chairman of the Board

NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION
Catherine Truitt, *Superintendent of Public Instruction*
www.dpi.nc.gov

May 25, 2023

MEMORANDUM Page 1

To: Mason Scott, Buncombe County — mason.scott@buncombecounty.org

Georgia Harvey, Asheville City Schools — georgia.harvey@acsgmail.net

From: Dennis Hilton, School Planning Consultant
NC Department of Public Instruction

The below listed Application(s) have been approved for transferring the following funds from the North Carolina Education Lottery Fund through the ADM Fund / Public School Building Capital Fund, the Needs-Based Lottery Fund, and/or the Repair and Renovation Lottery Fund:

	Project Title	ADM Fund	Lottery Fund	Needs Based Lottery Fund	RR Lottery Fund
1.	**Asheville HS - Classroom Renovation**	**$0.00**	**$315,000.00**	**$0.00**	**$0.00**
	Total this month:	**$0.00**	**$315,000.00**	**$0.00**	**$0.00**

The funds, as noted above, will be transferred to the county disbursing account in the State Treasurer's Office by the last day of this month and should be available for drawdown on the first or second working day of next month. Questions concerning the disbursing account, checks, signature cards, etc. should be directed to the Disbursing Account Services Supervisor in the State Treasurer's Office: Phone Number 919-814-3904.

A final report is required showing the actual state and local expenditures and the actual completion date. If the expenditures of state funds are less than the amount approved and transferred to the disbursing account in the State Treasurer's Office, request that the balance be released from the disbursing account for re deposit into the county account in the Public School Building Capital Fund for reallocation to additional construction projects.

If you have any questions, please do not hesitate to call.

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 20, 2023

Consent Agenda

Department: Planning

Presenter(s): John Hudson, Budget Director

Contact(s): Nathan Pennington, Planning Director
Matthew Cable, Community Development Division Manager

Subject: Housing Trust Program Income End of Year Expenditures

Brief Summary: This budget amendment budgets $1,759 in overrealized Housing Trust Program Income project dollars to the Housing Trust Program Income project in order to cover end of year expenditures.

Recommended Motion & Requested Action: Approve budget amendment

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

ORDINANCE #23-06-13

BUNCOMBE COUNTY, NORTH CAROLINA
Special Projects Ordinance

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 Special 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Project Name:	Housing Trust Program Income End of Year Expenditures

Description:
This budget amendment budgets $1,759 in overrealized Housing Trust Program Income project dollars to the Housing Trust Program Income project in order to cover end of year expenditures.

Funding Source:
Housing Trust Program Income

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Fund 224 - Housing Trust Program Income	$ 1,759	$ 1,759
TOTAL	$ 1,759	$ 1,759

ATTEST:

Tamara Paynter
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 20, 2023

Consent Agenda

Department: Sheriff's Office **Presenter(s):** John Hudson, Budget

Contact(s): Sarah Gayton, Community Integration and MAT Services Director
Quentin Miller, Sheriff

Subject: MAT Grant FY2023

Brief Summary: Since FY2020 the Buncombe County Sheriff's Office (BCSO) has received funding to develop and maintain a Medication Assisted Treatment (MAT) program in the Detention Facility. This allocation of $120,614 covers the time period from September 30 2022, through June 30, 2023.

Recommended Motion & Requested Action: Approve budget amendment

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

ORDINANCE #23-06-14

BUNCOMBE COUNTY, NORTH CAROLINA

Grant Projects Ordinance

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Granting Agency:	NC Department of Health & Human Services (NC DHHS)
Grant Name:	Medication Assisted Treatment (MAT) Grant FY2023

Description:
Since FY2020 the Buncombe County Sheriff's Office (BCSO) has received funding to develop and maintain a Medication Assisted Treatment (MAT) program in the Detention Facility. This allocation of $120,614 covers the time period from September 30 2022, through June 30, 2023.

Funding Source: State Opioid Response (SOR) funding from NC DHHS passed through by VAYA Health to Buncombe County. No County dollars required.

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
MAT Grant FY2023	$ 120,614	$ 120,614
TOTAL	$ 120,614	$ 120,614

ATTEST:

Tamara Jaynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie
Chairman of the Board

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

Presentations

Department: Equity & Human Rights **Presenter(s):** Dr. Noreal Armstrong

Contact(s): Dr. Noreal Armstrong

Subject: Pride Month Proclamation

Brief Summary: Pride Month recognizes and honors the LGBTQIA+ community lifts up the Buncombe County Non-Discrimination Ordinance that enacts protections against discrimination.

County of Buncombe

Proclamation

PRIDE MONTH

Whereas, the battle for dignity, equality and personal safety for Lesbian, Gay, Bisexual, Transgender and Queer/Questioning, Intersex and Asexual people is reflected in the tireless commitment of the LGBTQIA+ community, as well as dedicated advocates and allies who strive to forge a more inclusive society;

Whereas, each year, the month of June honors the 1969 Stonewall riots at the Stonewall Inn in New York City, frequently referenced as the start of the modern LGBTQIA+ rights movement in the United States, now celebrated with Pride month events nationwide;

Whereas, it is important to take time during this month to reflect on the LGBTQIA+ rights movement and the important progress that has been made;

Whereas, more than 35,000 of our neighbors in Western North Carolina identify as LGBTQIA+; and

Whereas, a recent survey at UNC-Asheville revealed that a third of the students don't identify with conventional binary, heterosexual stereotypes; and

Whereas, LGBTQIA+ individuals across the United States, including those who live in our local community, continue to face hate and discrimination simply for being who they are and for who they love and there remains much work to do to extend the promise of our country to every person; and

Whereas, Buncombe County's Non-Discrimination Ordinance recognizes that it is in the best interest of the residents of Buncombe County to enact protections against discrimination that reflect the community's shared values of equality, inclusion, and fair access, and to preserve the health, safety, and welfare of people without regard to certain actual or perceived status or characteristics; and

Whereas, Buncombe County has recognized the importance of equity for all as a core value in their Strategic Plan; and

Whereas, Buncombe County's Be You LGBTQIA+ affinity group creates a space to share, honor, and celebrate the lived experiences of our LGBTQIA+ employees; and

Whereas, as an employer, Buncombe County has the responsibility to provide a safe and inclusive workplace for all employees and be a proud supporter and leader toward LGBTQIA+ equity in Buncombe County. While there is more work to be done, we are moving forward in a spirit of unwavering commitment to the LGBTQIA+ community. Now be it resolved that we proclaim June 2023 as **Buncombe County Pride Month**.

Brownie Newman, Chairman
Buncombe County Board of Commissioners

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

Presentations

Department: Health & Human Services (HHS) **Presenter(s):** Jen Teague/Laurie Dotson

Contact(s): Jen Teague

Subject: Elder Abuse Awareness Month Proclamation

Brief Summary: Recognition of June as Elder Abuse Awareness Month in Buncombe County

County of Buncombe

Proclamation

Elder Abuse Awareness Month

Whereas, World Elder Abuse Awareness Day is June 15th. On June 15, 2006, the International Network for the Prevention of Elder Abuse and the World Health Organization at the United Nations launched World Elder Abuse Awareness Day (WEAAD) and proclaimed this day as a day to recognize the significance of elder abuse as a public health and human rights issue; and

Whereas, Buncombe County's vulnerable and elder adults deserve to live safely with dignity; and

Whereas, 2023 marks the 18th Annual World Elder Abuse Awareness Day. Its recognition will promote a better understanding of abuse and neglect of older adults; and

Whereas, Vulnerable and elder adults of all socio-economic, racial and ethnic backgrounds may be targets of abuse, neglect, or exploitation which occurs in families, long term care facilities and communities; and

Whereas, Buncombe County Adult Protective Services received **2090** reports in FY22 with **1,238** screened in for evaluation; and

Whereas, We know that elder abuse and mistreatment are underreported with an estimation of **only 1 in 24 cases of elder abuse being reported**; and

Whereas, Recognizing that it is up to all of us, to ensure that proper social structures exist so people can retain community and societal connections, reducing the likelihood of abuse; and

Whereas, Protecting Buncombe County's vulnerable and elder adults is a community responsibility, and it is imperative that communities work together to help reduce and prevent abuse, neglect and exploitation; and

Whereas, All residents should watch for signs of abuse such as physical trauma, withdrawal, depression, anxiety, fear of family members, friends or caregivers and report suspected abuse or exploitation to the County Health and Human Services office.

Now, therefore, the Buncombe County Board of Commissioners do hereby proclaim June 2023 as Elder Abuse Awareness Month. We urge all citizens to participate in community efforts to support and improve the safety and well-being of vulnerable and elder adults, and secure their right to live free of abuse, neglect and exploitation. This proclamation is effective upon its adoption.

Brownie Newman, Chairman
Buncombe County Board of Commissioners

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2020

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 | POWERED BY Buncombe County Tourism Development Authority

Update for Buncombe County Board of Commissioners

June 2023

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 lodging taxes paid by visitors who stay overnight in commercial lodging establishments, such as hotels and motels, bed and breakfast operations, and vacation rentals.

Meet The **BCTDA**



Kathleen Mosher
Chair
The Biltmore Company



Brenda Durden
Vice Chair
Asheville Hotel Group



Elizabeth Putnam
Mosaic Realty



Andrew Celwyn
Herbiary



Larry Crosby
The Foundry Hotel



Matthew Lehman
Grand Bohemian Hotel



Michael Lusick
FIRC Group



HP Patel
BCA Hotels LLC



Scott Patel
Pure Hospitality



Councilmember Sandra Kilgore
Asheville City Council
Ex-Officio



Commissioner Terri Wells
Buncombe County Commission
Ex-Officio

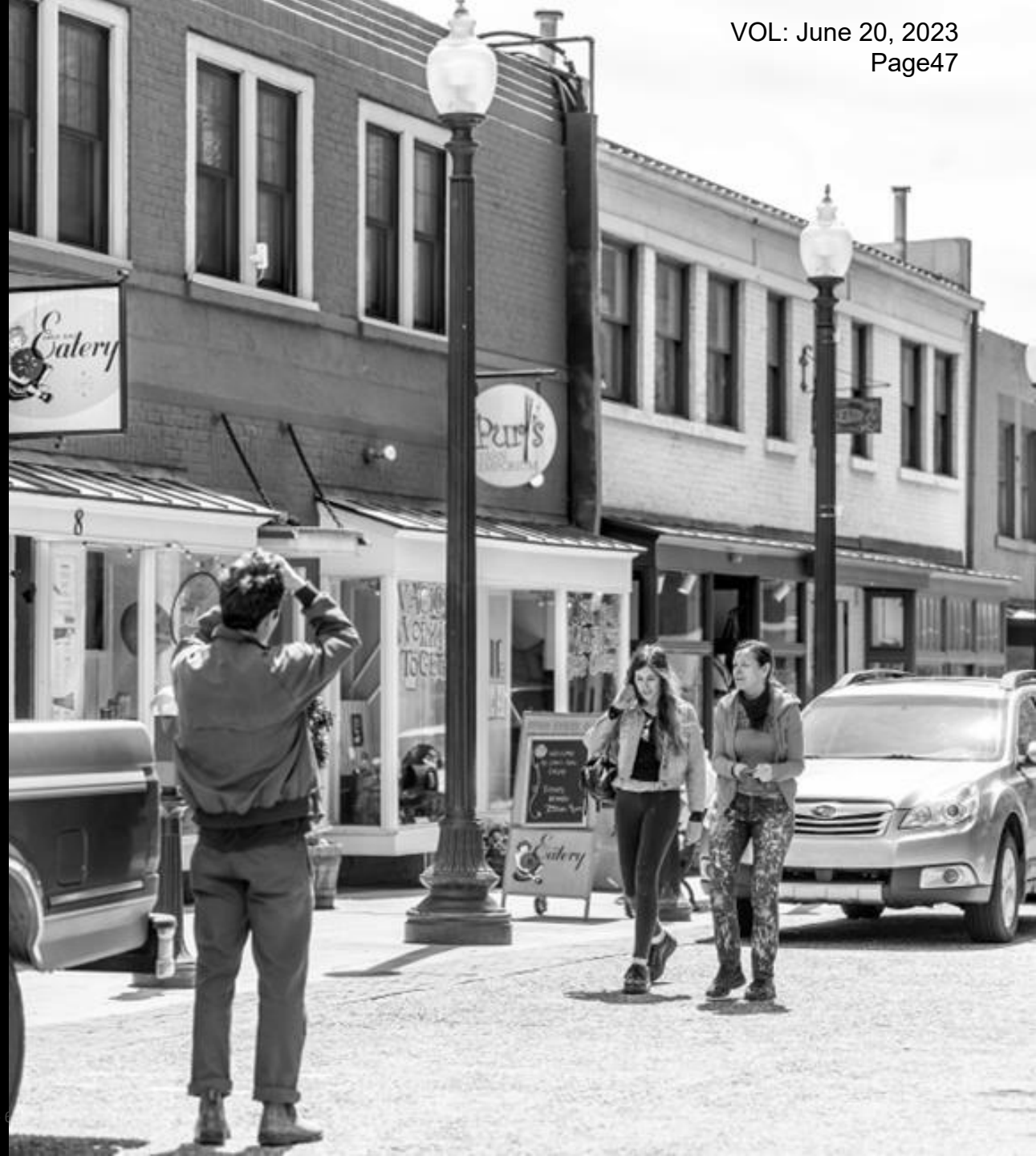

RESIDENT
PERSPECTIVES
ON TOURISM
EXPLORE
ASHEVILLE
POWERED BY
Buncombe County Tourism
Development Authority

METHODOLOGY

- Conducted by MMGY Travel Intelligence, this wave replicated a 2019 and subsequent 2022 study surveying Buncombe County residents about their awareness and perceptions of Asheville tourism and its impact on the local community.
- Online survey of a representative, random sample of residents of Buncombe County, NC
- In the field between February 2 -15, 2023
- N=400 surveys - This sample size yields an error range of +/- 5 percentage points at the 95% level of confidence.
- Same sample size as the Buncombe County resident survey gauging the bond referendum last fall.

84%

of Buncombe County residents believe tourism is beneficial to my community.





And…

52%

agree that "Tourism positively impacts me and my family."

MMGY Travel Intelligence

88%

Of Buncombe County residents believe visitors to the community help support the number and variety of independent businesses, including restaurants, retail shops, and entertainment opportunities.





And…

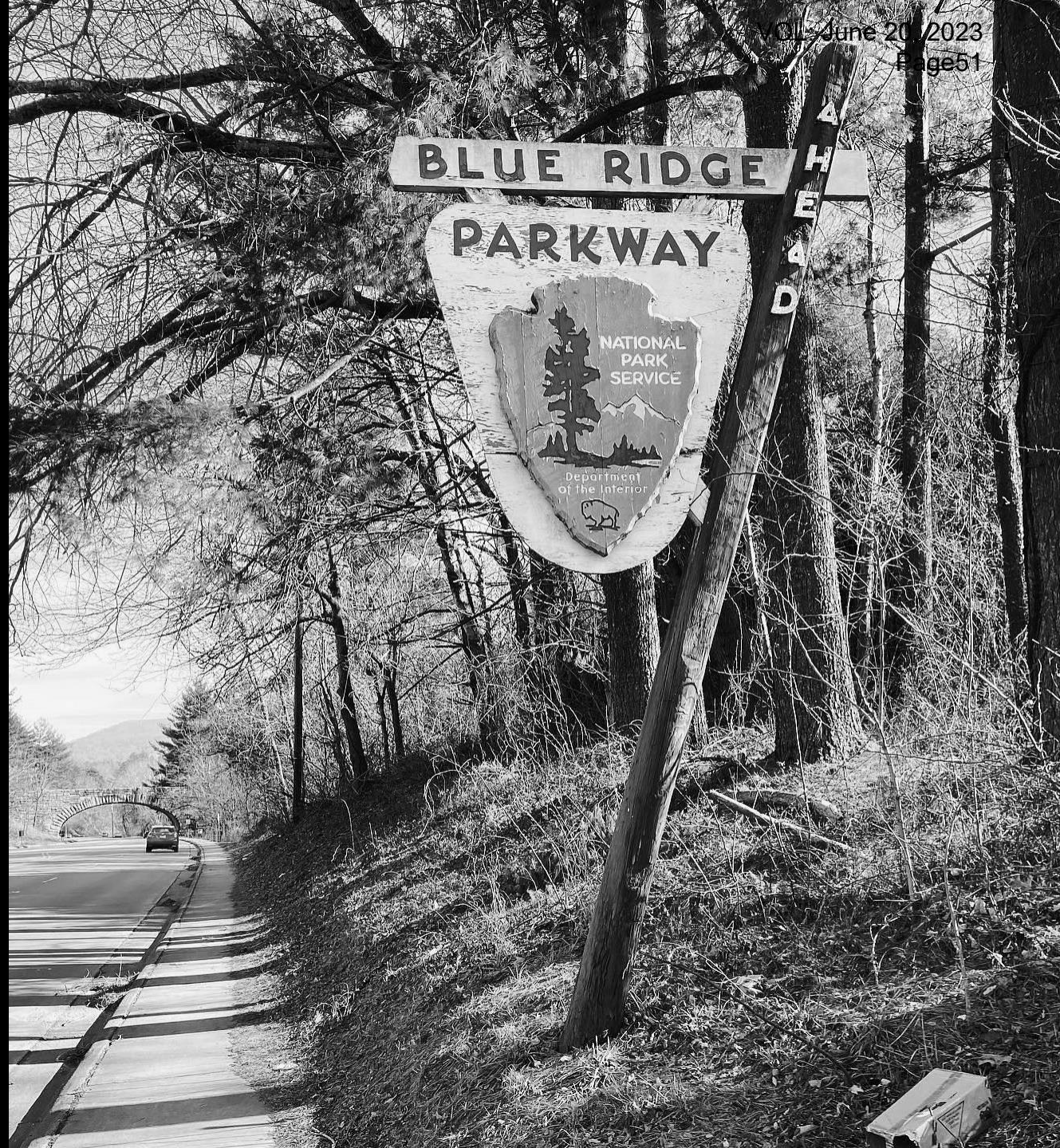
38%

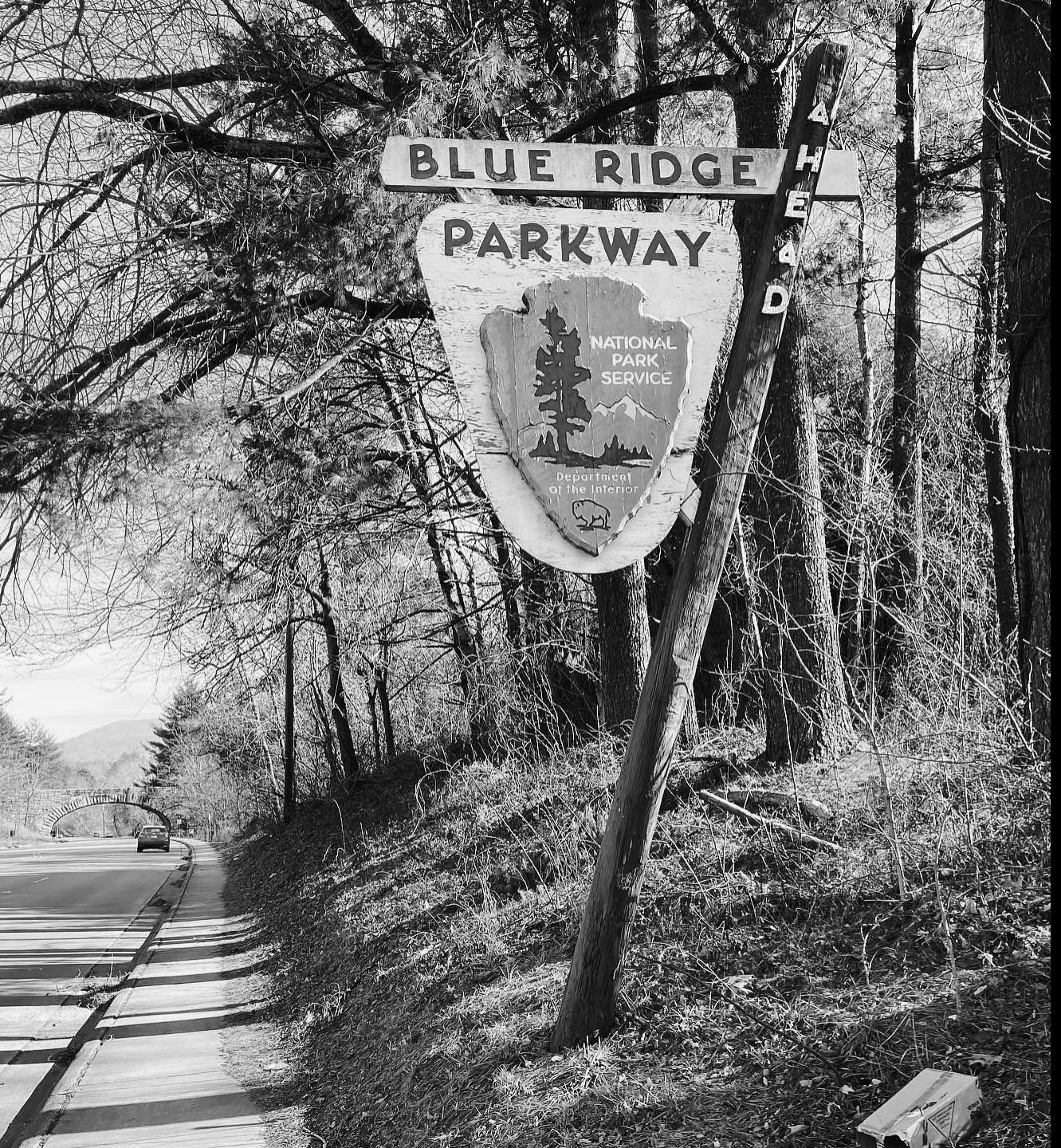
believe visitors detract from the culture and character of our community.

MMGY Travel Intelligence

48%

of Buncombe County residents believe tourism reduces available public green space in the community.





And…

79%

agree that our visitor economy helps support natural and cultural amenities such as parks, greenways, performing arts and museums that residents enjoy.

MMGY Travel Intelligence


VISITOR
CONTRIBUTIONS TO
COMMUNITY
EXPLORE
ASHEVILLE
POWERED BY
Buncombe County Tourism
Development Authority

VISITOR CONTRIBUTIONS

IN CONTEXT



$2.6B

Visitor Spending

The $2.6 billion in visitor spending means that nearly $7.2 million was spent EVERY DAY by visitors in Asheville.



$915M

Workforce Income

The $915 million in total income generated by tourism is the equivalent of $8,700 for every household in Buncombe County.



27,000

Total jobs

The number of jobs sustained by tourism (27,000) supports 14.4% of all jobs in Buncombe County.



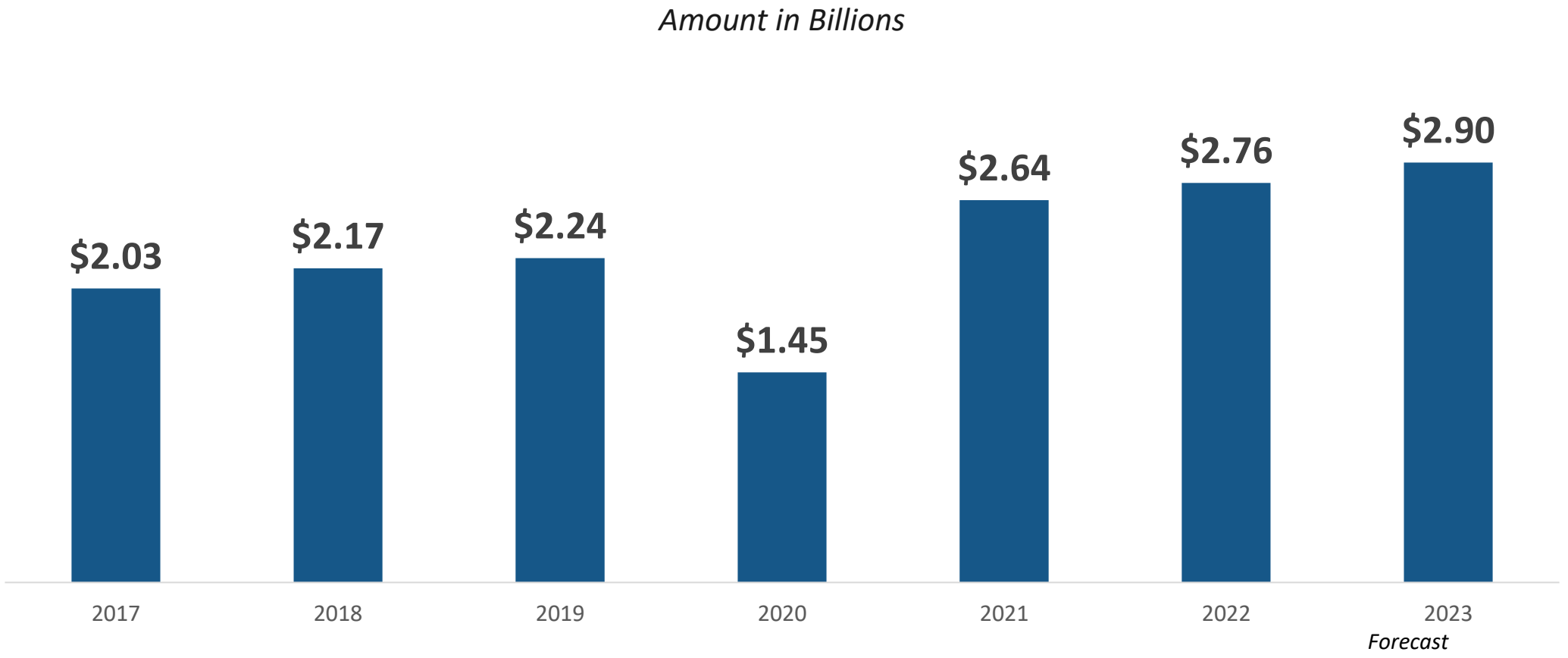
$238M

State & Local Taxes

Each household in Buncombe County would need to be taxed an additional $2,261 to replace the visitor taxes received by the state and local governments in 2021.

VISITOR SPENDING

Asheville & Buncombe County Total Visitor Spending

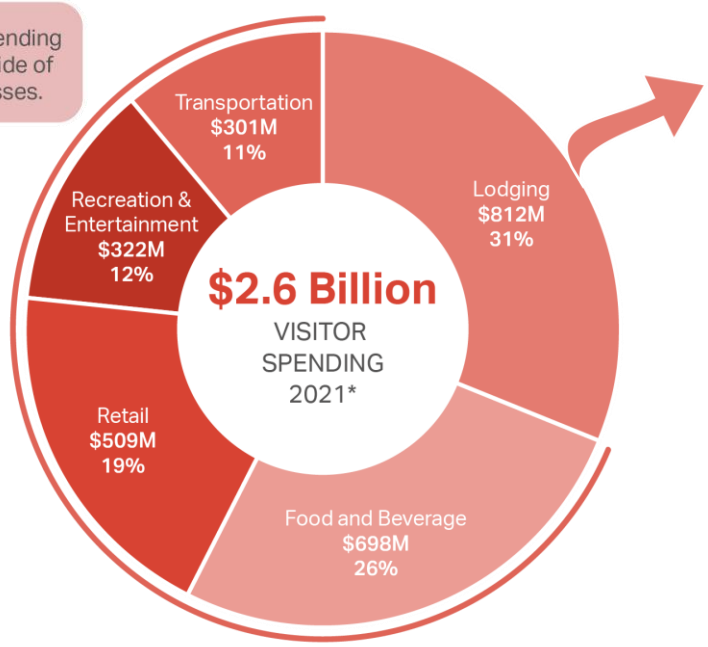


Source: Tourism Economics

TRAVEL PROMOTION'S VIRTUOUS CYCLE

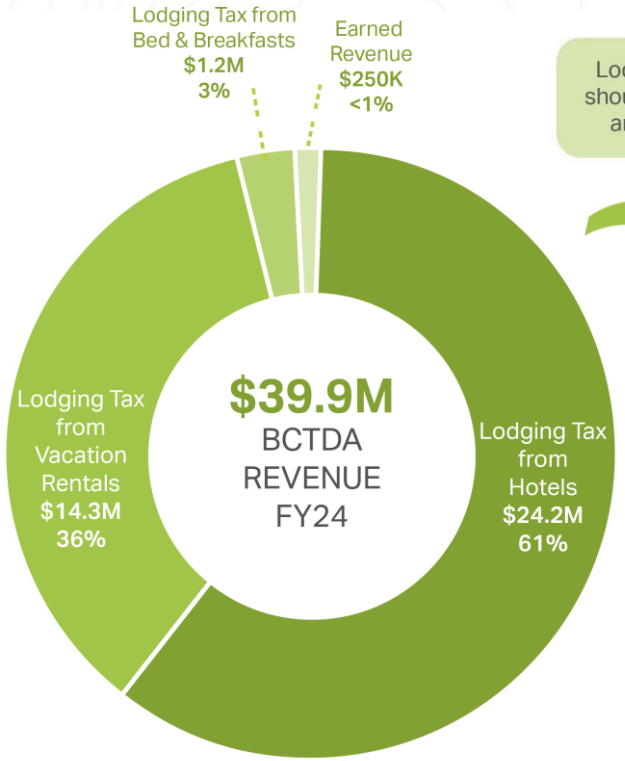
Vast Beneficiaries of Tourism

69% of visitor spending takes place outside of lodging businesses.

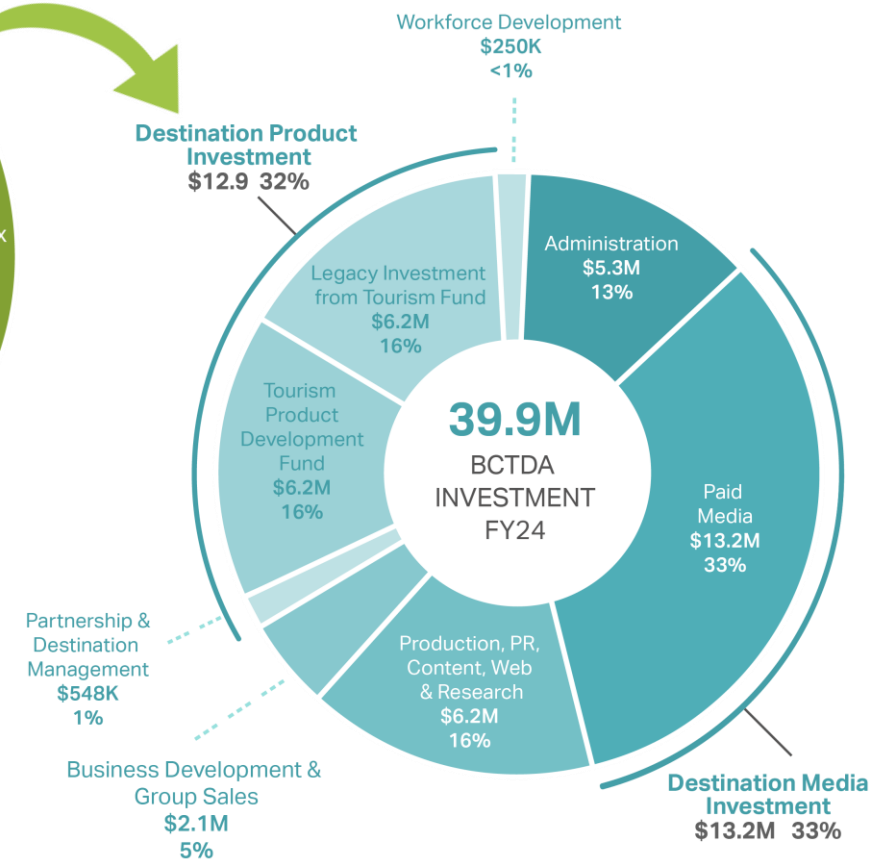


*Source: Tourism Economics

Note: Lodging spending is calculated as an industry, including meetings, catering, etc. Spending also includes dollars spend on second homes. Transport includes both air and local transportation.



Lodging tax paid by visitors shoulders 100% of marketing and product investment.



Marketing and product investment helps inspire visitor spending.

CHANGE IN BUNCOMBE COUNTY ADMINISTRATIVE FEE

BUNCOMBE COUNTY TO RECEIVE $2 MILLION IN LODGING TAX ANNUALLY

- Legislative changes advocated for by local hoteliers and passed last summer will impact the administrative support contract between Tourism Development Authority and Buncombe County.
- Historically, the administrative fee has been approximately $500,000 annually.
- For FY24, we anticipate Buncombe County to receive an additional $1.5 million in administrative fees, totaling $2 million, or 5% of the lodging tax annually going forward.

$2 MILLION ANNUALLY

EXPLORE ASHEVILLE | POWERED BY Buncombe County Tourism Development Authority

OUR STRATEGIC IMPERATIVES



Delivering Balanced & Sustainable Growth



Encouraging Safe & Responsible Travel



Engaging & Inviting More Diverse Audiences



Promoting & Supporting Asheville's Creative Spirit

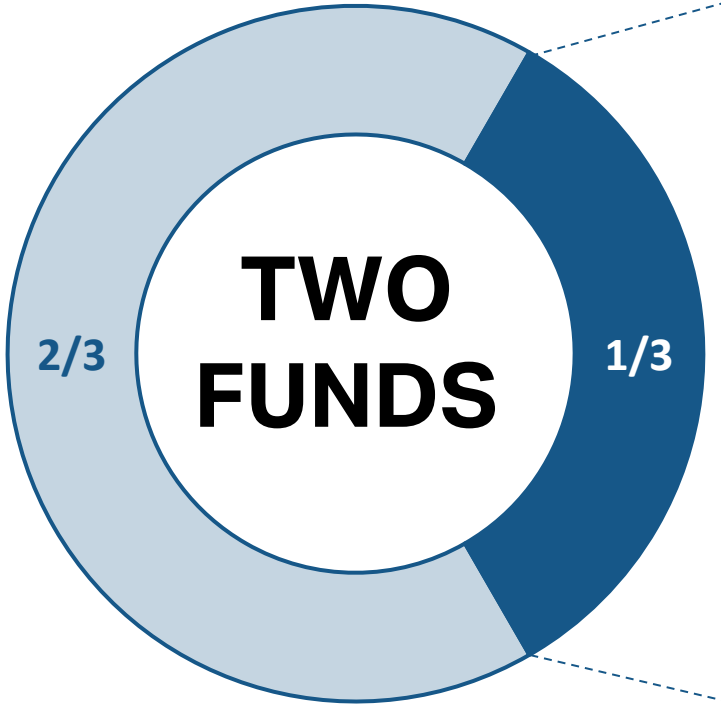
DELIVERING BALANCED & SUSTAINABLE GROWTH



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.

ONE-THIRD: DEFINITION OF TWO FUNDS



$8 MILLION THIS FALL

$10 MILLION NEXT SPRING

Tourism Product Development Fund	Provides financial investment for major tourism capital projects in order to increase patronage of lodging facilities in, and further economic development in Buncombe County.
Legacy Investment From Tourism (LIFT) Fund	Provides financial investment for tourism-related capital projects in order to increase patronage of lodging facilities and benefit the community at large in Buncombe County, including maintenance, design, project management, restoration, rehabilitation, enhancement of natural resources, or expansion of necessary infrastructure.

ENCOURAGING 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.

THE GOOD ROAD

Positive, powerful stories

An edgy, self-contained nationally-run PBS docu-series about two best friends who go where few dare—the world of extreme philanthropy—to reveal incredible places and tell their stories of the surprising people that give it all.

One (1) 26-minute episode of Season 4 to take place in Asheville, North Carolina featuring an informative and exciting travel adventure profiling passionate characters who are at ground zero of change.

Shot this month to air in September or October

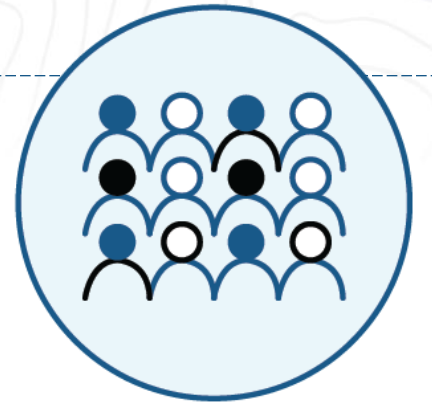
Asheville receives five (5) second billboard ad during full season of Season 4 (2 years)

50 Million+ estimated impressions

Three (3) mini-episodes created specifically for Asheville + *G&G* promotion



ENGAGING & INVITING MORE DIVERSE AUDIENCES



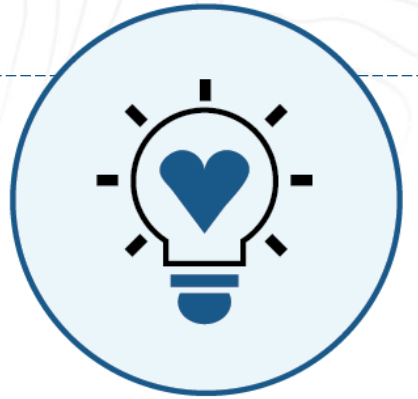
Extend a genuine invitation to Black travelers and other diverse audiences including LGBTQ visitors – connecting them with local neighborhoods, businesses and entrepreneurs – creating more opportunities for all to win.

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

BLACK CULTURAL HERITAGE TRAIL DEBUTS LATE FALL



PROMOTING & SUPPORTING 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.


1,500
LOCAL BUSINESSES &
ENTREPRENEUERS
EXPLORE
ASHEVILLE
POWERED BY
Buncombe County Tourism
Development Authority











Independent Review Committee

Christmas 2022 Water Outage Incident

City of Asheville

Committee Members

- Rob Brisley
- Dennis A. Fagnant
- Michael L. Holcombe
- Mike McGill
- John W. McLaughlin, PE
- Kim “Dirt” Murphy
- Carolyn Roy
- Ted Tyree, PE

Introduction

- Kick off Meeting February 20, 2023
- Divided into three subcommittees for efficiency
  - Water System / Operations
  - Communications (COMMS)
  - Emergency Response
- Each subcommittee has a chair / co-chair presenting the findings and recommendations from that subcommittee

Presenting the Final Report

- Report represents 3 months of hard work
- Numerous interviews
- More than 90 Requests for Information (RFI)
- The IRC wants to express its thanks to Jade Dundas, the City's liaison and all staff members who took the time to openly answer questions and respond to RFIs

Water System / Operations

Subcommittee Members

- **Ted B. Tyree, P.E., Co-Chair**
  Engineer, *Knoxville Utilities Board (TN)*
- **John W. McLaughlin, P.E., Co-Chair**
  Director of Internal Development, *Highfill Infrastructure*
- **Michael L. Holcombe, Sr., Co-Chair**
  Former Director, *Water Resources Department*
- **Mike McGill**
  President, WaterPIO
- **Kim “Dirt” Murphy**
  Co-owner / Farm Manager, *Rainbow Path Wellness, LLC*
- **Carolyn Roy**
  Owner, *Biscuit Head Restaurant*

Water System / Operations

Our Directives

1. Review the outage and provide a comprehensive account of the event
2. Assess City's operational response
3. Make recommendations that will maximize prevention of future events

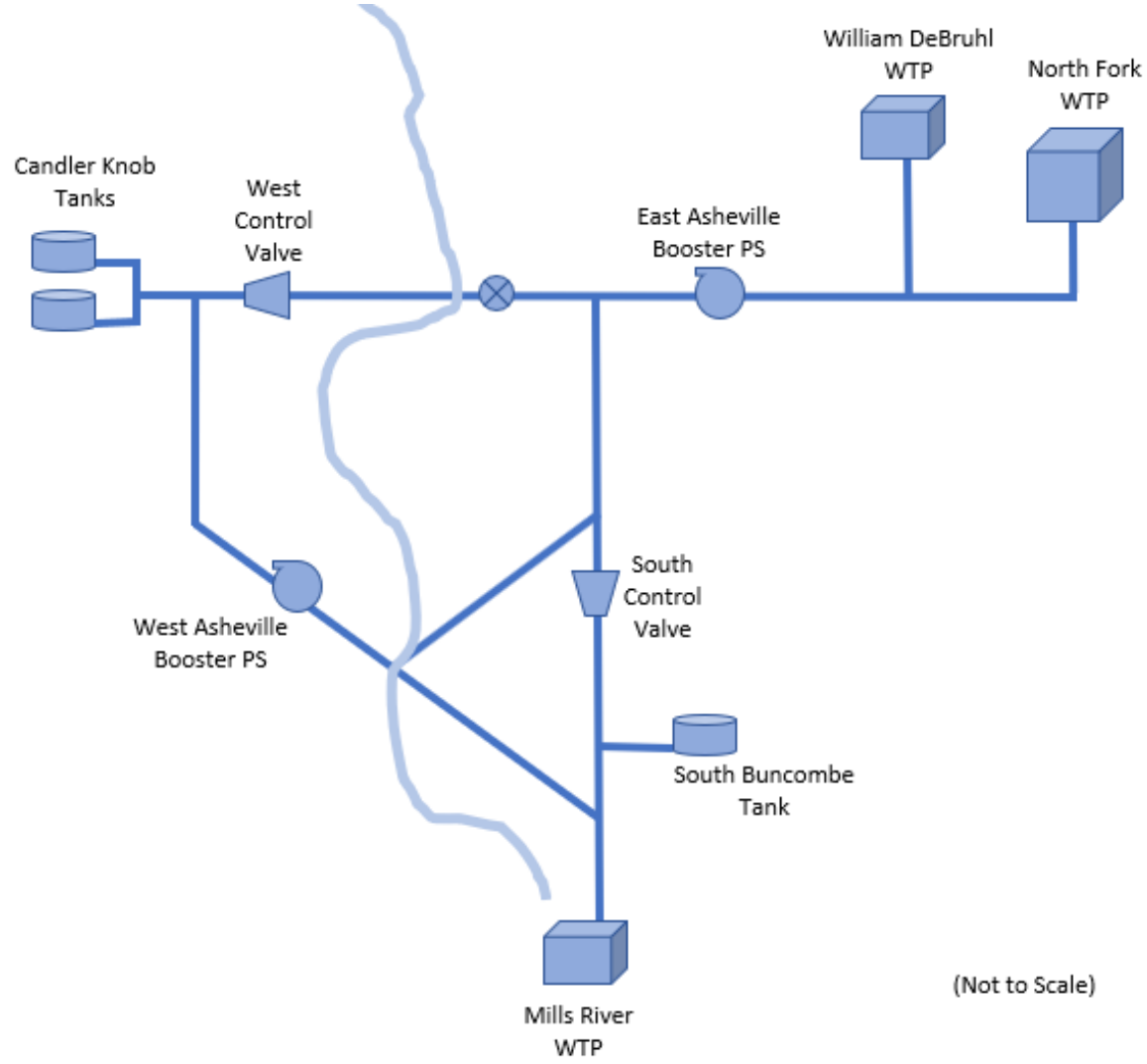
Water System / Operations

Water System Overview

- 60,000 water connections
- 3 Water treatment plants

Facility	Rated Capacity (MGD)
North Fork WTP	31
William DeBruhl WTP	5
Mills River WTP	7.5
TOTAL	**43.5**

- 1,700+ miles of pipe, ranging from 2” – 36” diameter
- ~20,000 valves
- Avg Daily Demand = 21.5 MGD



Water System / Operations

What Happened?

- Coldest weather conditions to hit Asheville since January 2014
- Unprecedented water system demand, exceeded 31-32 MGD
  - Total of 27 water main breaks throughout system
  - High customer consumption
    - Letting faucets drip / run
    - On-premise leaks / breaks due to cold
- Mills River WTP taken off-line due to cold-induced treatment issues
  - Off-line from 8:00 AM Saturday, Dec. 24th to 10:00 AM Wednesday, Dec. 28th
- North Fork and William DeBruhl WTPs remained in service (gravity inputs)
  - 36 MGD combined capacity
  - Both plants located in far northeast sector of the system
  - Water must be conveyed West and South

Water System / Operations

What Happened?

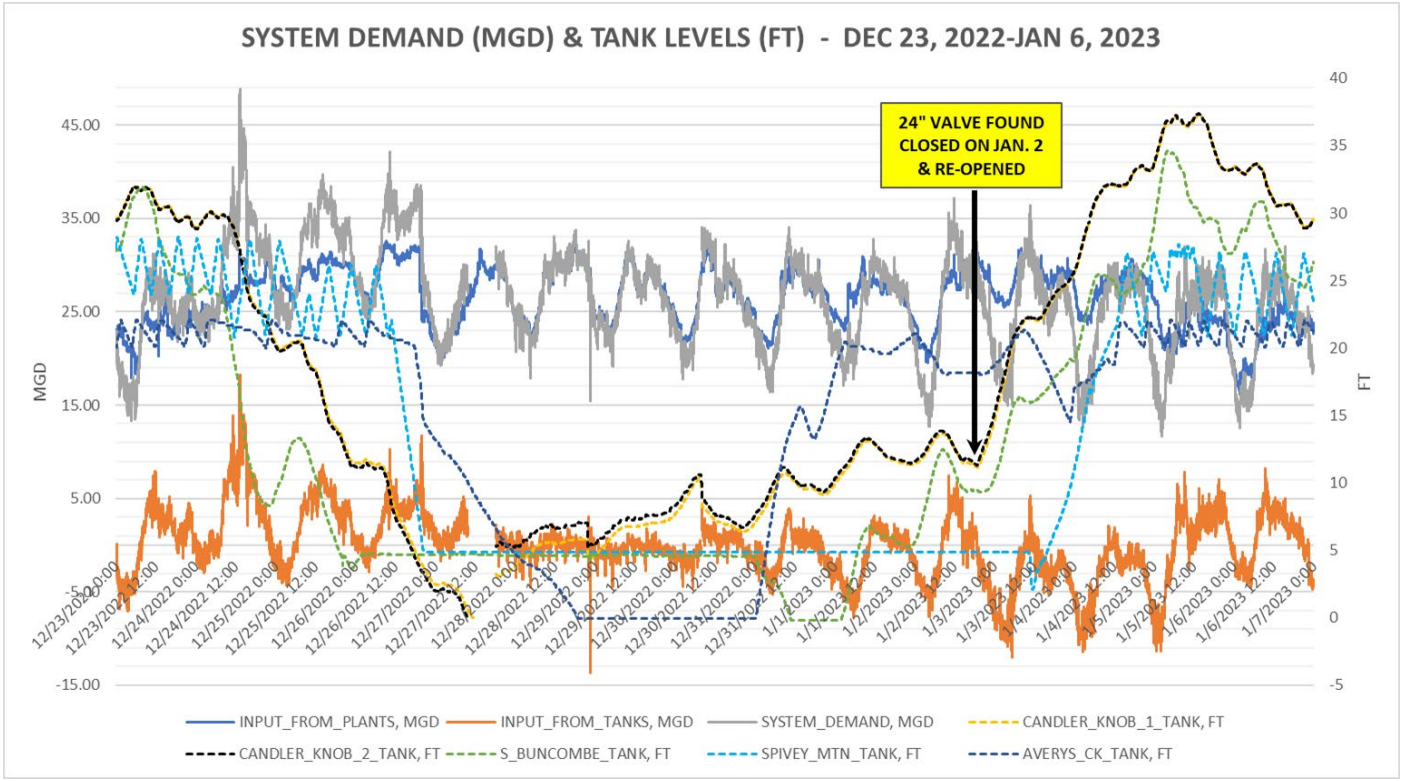
- Low pressures and no water experienced in parts of South and West
- Thousands of customers in the South and West with no water service
- Isolated most of South system at 7:00 PM on Monday, Dec. 26th
- Portable pumps deployed near Candler Knob tanks
- Key storage tanks rapidly depleted and were valved off
- Eventual system recovery was slow
- CLOSED 24” transmission valve found at 6:45 PM on Monday, Jan. 2nd
  - When opened, tanks began to fill more quickly
- Final Boil Water Advisory lifted on Wednesday, Jan. 4th
- City Council created IRC on Jan. 10th

Water System / Operations

Data Analysis

- 1-minute data from Supervisory Control & Data Acquisition (SCADA) System enabled detailed analysis

- Major storage tanks in west and south rapidly drained once Mills River WTP taken off-line
- Virtually NO refilling of tanks during off-peak periods (overnight)
- Excess capacity (36 MGD) available, but still couldn't meet demand
- Hazen modeling scenarios



Water System / Operations

Findings

Underlying cause = inability to supply enough water to meet high demands

- Closed 24” transmission valve in River Arts District (feeds Western portion)
  - WRD learned on Jan 10, 2022 from Hazen of probability of a closed 24” valve in RAD
  - WRD staff looked for but did not find closed valve (until Jan 2, 2023 during event)
- Hazen identified another 24” valve was only open 10% (feeds Southern portion)
  - Configured in SCADA to only open to 10% (“100% Open” = 10% Open)
- Need for greater system resilience
  - East Asheville Booster Pump Station unavailable for use since ~2010
- Other factors indirectly contributed to the event, its scope and duration

Bottom Line: Magnitude and duration of event was largely avoidable and preventable.

Water System / Operations

Immediate Recommendations

1. Conduct an independent *Valve Assessment* of all large transmission mains
2. Enable *SCADA control of South Control Valve* for full range of flow

Short-Term and Long-Term Recommendations

3. Evaluate existing pumps; generate *EABPS Preliminary Engineering Report*
4. Within the SCADA Historian, derive *Total_Daily_Demand*

Water System / Operations

Short-Term and Long-Term Recommendations (continued)

5. Expedite implementation of *Advanced Metering Infrastructure (AMI)* system-wide
6. Re-evaluate the role of *WRD's Engineering Division*
7. Conduct a *Knowledge Retention* assessment within WRD; identify "gaps"
8. Plan and conduct targeted *Table-Top Exercises* at least semi-annually, both internal to WRD and with external agencies
9. Accelerate the installation of *District or Zone Meters*
10. Consider the creation of a *Water Utility Advisory Panel*

Communications (COMMS)

Subcommittee Members

- **Mike McGill**
  President, *WaterPIO*
  - Firm handles customer & crisis COMMS for water utilities nationwide. Conducted similar report for Austin, TX post-Winter Storm Uri.
- **Rob Brisley**
  Co-Chair, *North Carolina Incident Management Team*
- **Kim "Dirt" Murphy**
  Co-owner, *Rainbow Path Wellness*

Special thanks to Jade Dundas, appreciation for all City staff tasked with making the discovery / RFI process run smoothly.

Process involved more than 50 hours of one-on-one interviews with:

- City staff
- Elected officials
- News media
- Community leaders
- Business leaders
- Impacted customers

Process also involved document review, including COMMS and emergency response plans.

Communications (COMMS) - SITREP at Start

SITREP needed to provide fair review of initial response.

Holiday timing. Staff and public at home enjoying the holiday weekend or out of town.

Belief took shape that a few breaks were the main cause. Led to guarded COMMS.

Mills River going offline not a major concern. "Operational COMMS approach" begins.

Unfair to treat decision-makers as if this event happened during a typical work week.

Holiday timing played into the initial COMMS decisions.

"Hope" by water staff could address situation without alarming public on Christmas.
Belief main break repairs could end incident drove initial COMMS. (Ex. 1st AVL Alert.)

"Operational approach" to public COMMS leads response; Water team leads COMMS.
Can work for minor events. Creates problems during major events.

COMMS staff, while asking right questions, strictly in a "producer" role.
Not in lead for COMMS decisions. Lack of knowledge of the system.

Communications (COMMS) – First 72 Hours

KEY FINDING: "Operational Approach" to Public Communications used.

- Prioritizes operational objectives - finding & fixing problems - over public information. Often used. Holds difficult COMMS that should be made hoping they won't be necessary. If issues are quickly found & fixed, works well. If not, instant COMMS trouble.
- "Operational approach" kept Water Team in charge of COMMS. COMMS on-call staffer followed procedures but not experienced with water system. Couldn't fully advise Water Team but asked proper questions. Produced the information as provided.
- Water Team internally declared a "major emergency" on Christmas Day. COMMS didn't relay level of concern. Water Team believed emergency could be solved with break repair(s). Experience with loss of plant led to restrained COMMS.
- "Emergency" definition kept Water Team in control of the response, including COMMS.
- Loss of plant should've triggered widespread public COMMS. Best practice: Inform about changes in water source. Water Team stated composition change was minor.
- Unnecessary DHS concern caused confusing COMMS re: Mills River. MR not named.

Communications (COMMS) – First 72 Hours

KEY FINDING: Lack of a proper crisis COMMS plan, structure, and process.

- National Incident Management System (NIMS) / Incident Command System (ICS) was not used for public information decisions and process. Public Information Officer was not placed in the proper role or given the appropriate level of responsibility.
- Under NIMS / ICS, PIO only reports to the Incident Commander.
  Able to determine COMMS with limited interference.
- With the lack of a strong, outlined structure, COMMS adversely impacted overall response. Never achieved COMMS rhythm. Getting into a constant, consistent public information process is essential to crisis COMMS.
- Lack of an established COMMS process led to subject matter and COMMS staff recommendations being overridden by politicians.
- Distrust of news media factored into COMMS process.
  Mass media is #1 outlet for crisis COMMS but was not properly used.
- Press conferences supplement regular release of information. Not well executed.

Communications (COMMS) – First 72 Hours

KEY FINDING: Lack of a proper crisis COMMS plan, structure, and process.

- Water Team control over AVL Alert usage led to using AVL Alerts as a primary vehicle for public notifications.
- Notification systems should not be the primary vehicle for emergency alerts.
- AVL subscription number falsely given as an outage estimate. “About 38,000.” Inappropriate attempt to give scope. However, it OVERestimated outage numbers.
- City Manager involved early in the response. Contrary to coverage, CM carried out proper response role, especially re: COMMS. CM does not serve in a COMMS role during a crisis. Facilitator for overall response.
- One area for acknowledged improvement from CM was failure to manage elected officials’ involvement in crisis response and COMMS process/messaging.

Communications (COMMS) – First 72 Hours

KEY FINDING: Lack of crisis COMMS & water system training kept COMMS staff from fully serving in a COMMS leadership role.

- Largely reduced to "producers," creating/delivering content as directed from multiple leaders.
- Without NIMS/ICS in place, quality control/final approval processes overrun by multiple players, resulting in significant delays that created information gaps.
  Info gaps cause major public problems during crisis situations.
- Political leaders directly involved in COMMS decisions & messaging.
  Not a best practice, especially in crises. Answer politician questions? Yes.
  Direct COMMS involvement, including final decisions? No.
- ”All hands” led to harmful delays. Resulted in "kitchen sink" press releases that included every possible detail, overwhelming key facts. Messaging for pressers changed on the fly.
- Asheville's infrastructure limitations harmed the ability to arrive at - and release - important information. “Electric outage” map not possible. (Common in water.)
- "Radio read" meters can't deliver the information key stakeholders & the public expect.

Communications (COMMS) – “24 to 48 Hours”

Second major focus of the report: The decision to tell the public that service would be restored in 24 to 48 hours on December 27th when there was little chance service would be restored by that timeframe (tanks had not started refilling).

- *Why? Not a message Water or COMMS staff would use because of possible impacts on public health. Different public choices are made when it’s “1 or 2 days" v. “3 to 5 days" (or longer.)*
- Frustration from elected officials understandable. Couldn't provide information that seemed basic to provide. However, pressure was put on staff to provide information that shouldn't have been given. Placed public health at risk.
- Multiple staff from multiple departments, including the Mayor, confirmed Mayor placed direct pressure on Water Team and COMMS staff to release a "restoration” timeframe. Water and COMMS staff strongly objected. No timeframe could be confirmed as true.
- "Job-threatening" levels of pressure brought by Mayor. Led Melton to say: "I guess we can say we have a goal of 24 to 48 hours.” Became public message. Expectations set with public. When missed, all public trust lost. No other COMMS mattered.

Communications (COMMS) – Recommendations

The "operational COMMS approach" needs to be replaced with a system where COMMS professionals are elevated in importance. Not just influence, but direct oversight of the crisis communications planning and implementation.

***This can be accomplished in several ways*:**

1. The hiring of a Public Information Officer dedicated to the WRD (already in motion).
2. Crisis COMMS training for ALL CAPE staff, based on the Incident Command training program, to provide redundancy and ICS shift flexibility.
3. The institution of the COMMS portion of the Incident Command System under the National Incident Management System. This can be used by COMMS, even if Asheville does not incorporate NIMS and ICS into emergency response plans (all indications are these steps are being recommended by other committees).
4. Using the COMMS portion of ICS places the COMMS responsibility with the Incident Commander and the Public Information Officer. No one else is responsible for leadership over COMMS decisions or staffing.

Communications (COMMS) – Recommendations

The "operational COMMS approach" needs to be replaced with a system where COMMS professionals are elevated in importance. Not just influence, but direct oversight of the crisis communications planning and implementation.

***This can be accomplished in several ways*:**

5. Media training for all COMMS-related staff and department leaders.
6. NIMS / ICS training and certifications for City staff responsible for crisis COMMS. Certifications include NIMS/ICS 29, 42, 100, 200, 700, 800, and FEMA Basic PIO L105 (FEMA class is already being given with numerous COA and Buncombe County members participating).
7. Regular engagement with Buncombe County COMMS staff.

Emergency Response

Subcommittee Members

- **Dennis A. Fagnant, Jr., CFO**
  Fire Chief, *West Buncombe Fire Department*

- **Rob Brisley**
  Co-Chair, *North Carolina Incident Management Team*

- **Kim “Dirt” Murphy**
  Co-owner, *Rainbow Path Wellness*

Emergency Response

The Emergency Response Sub Committee has established five major findings:

- The use of the Incident Command System was not implemented as outlined in the National Incident Management System guide and as directed by Homeland Security Presidential Directive 5.
- Inconsistent or complete lack of training for elected officials, city management, and operational staff surrounding emergency management/response.
- There was no consideration for the implementation of a Unified Command although the incident extended beyond the municipal borders of Asheville.
- Emergency Response approach was appropriately guided by FEMA Community Lifelines but failed to acknowledge the community perception and reaction to the crisis. Communications with community partners was either absent, lacked consistency, and/or was inaccurate.
- Outdated and vague Emergency Operations and Continuity of Operations Plans.

Emergency Response

Recommendations (Incident Command System)

- Implement, train, and exercise one Incident Command System.
- Preplan (train and exercise) who will fill command staff and general staff positions.

Emergency Response

Recommendations (Emergency Response Training)

- Establish minimum training for elected, city management, and senior leaders, and supervisors (customer forward centers) within the City of Asheville.
- Establish training surround the Emergency Operations Plan and Continuity of Operations Plan.
- Establish and implement an exercise schedule to include the opening of an EOC and Unified Command/Multi Agency Coordination Group.

Emergency Response

Recommendations (Unified Command)

- Ensure community stakeholders have a voice when incidents spill outside municipal boundaries.
- Buncombe County should take an active roll to ensure inclusion in such events.
- Form a joint Incident Management Overhead team between the City of Asheville and Buncombe County.

Emergency Response

Recommendations (Communications / Response)

- Pulse of the community.
- Training to operate within an Incident Command System.
- Activation of an EOC to monitor and plan for crisis response.
- Information pushed to the community needs to be timely and accurate.

Emergency Response

Recommendations (EOP / COOP)

- Both plans are in the process of being revised. The sub-committee urges a commitment to remain within the established 5-year revision cycle.

- Vague wording [throughout] requires attention. The current EOP calls for the mayor to:

“monitor the emergency response during disaster situations and provide direction where appropriate.”

Without training, what does this mean and what are those duties?



Thank You!

Questions and Comments

Community Reparations Commission (CRC) Quarterly Update

Presented by

Dr. Noreal F. Armstrong, Chief Equity and Human Rights Officer

County Manager's Report

June 20, 2023

OVERVIEW

- Cease the Harm Audit- RFP Updates
- Current Progress
- Community and Public Engagement Plan
- Looking Ahead
- Discussion



CEASE THE HARM RFP UPDATES

- Proposal Submittal Period closed on June 8th
- Received 3 proposals
- Proposals are being evaluated & interviews scheduled
- Selection Committee Recommendation by July 3rd
- Update & Interlocal Cost Share Agreement to Board of Commissioners – July / August
- Final Contract Execution – No later than August 31st

CURRENT PROGRESS

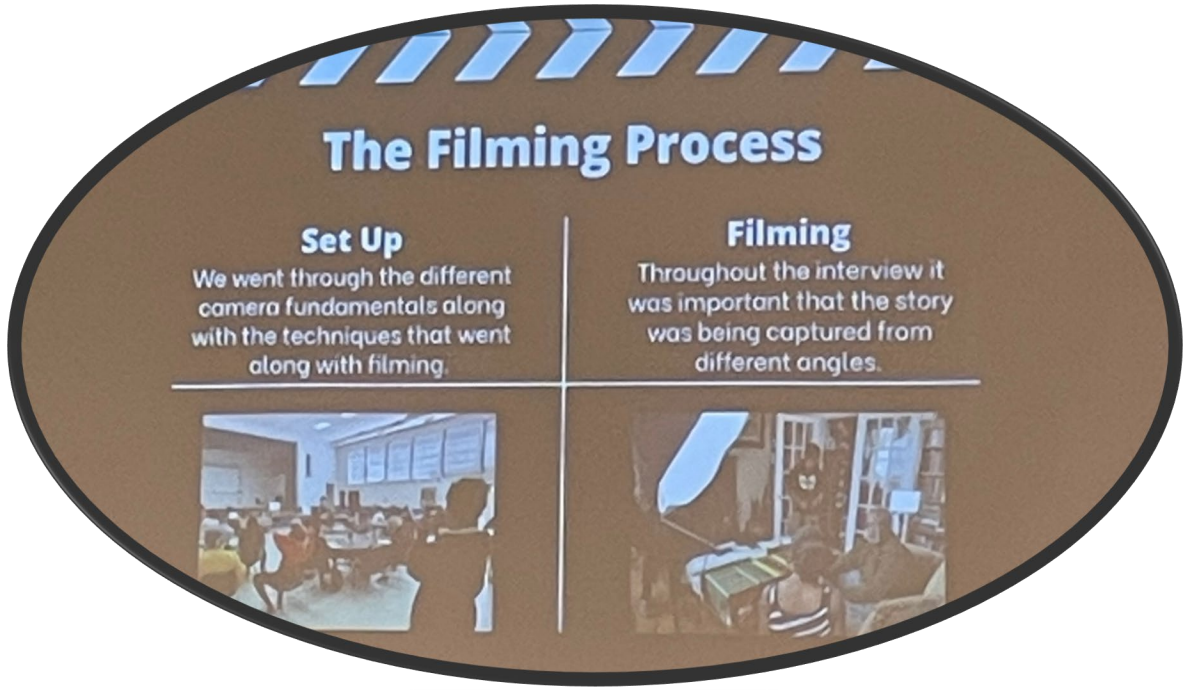
- IFA Workgroups
  - Recommendations are in development
  - Collaborating across workgroups to consolidate information & spark ideas

- CRC Retreat Planning
  - July 29, 2023 (Saturday) Harrah's Cherokee Center - Banquet Room / 10 AM - 3 PM
  - Facilitator- Vernisha Crawford, CEO of Trauma Informed Institute - expansive experience leading groups with grounding and groups who have experienced trauma; can discuss healing

- Implementation of Communications & Public Engagement Plan

COMMUNITY AND PUBLIC ENGAGEMENT PLAN

- Arteria Collective presentation
  - Using to educate
  - Need more youth involvement
  - Youth talking Reparations
- Shiloh Community Association
  - Story Telling Day May 20th
- Grindfest
  - May 26-28th
- IFA on WRES starts 6/14/23
  - Housing



LOOKING AHEAD

- Continued Rollout of 2023 Communications & Public Engagement Plan
  - Community Summit – Tentative plan for mid fall (September/October)
- Continue to refine & finalize recommendations at timeline milestones
- Commission Retreat: July 29th
- Next Commission Meeting & Vote on Recommendations: September
- Recommendations Presented to Board of County Commissioners & City Council: October

DISCUSSION

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

New Business

Department: Election Services

Presenter: Corinne Duncan, Election Services Director

Contact(s): Corinne Duncan, Election Services Director

Jake Quinn, Board of Elections Chair

Curt Euler, Legal

Subject: Approval of ExpressVote for Early Voting Ballot Printing/Marking Equipment Upgrade

Brief Summary: The proposal is to streamline the way ballot marking and production is conducted during Early Voting. Currently, Buncombe County Election Services uses a Ballot-on-Demand (BOD) system that the vendor is no longer supporting. This challenge and the high cost and complexity of the current system prompted Election Services staff to consider other options and recommended expanding the use of ExpressVote from ADA only to the main marking method for Early Voting to the Board of Elections. The Board of Elections approved adoption on January 24, 2023 as required by GS163-165.8.

The cost for 140 machines is $604,225, and is included in the proposed FY24 budget. Buncombe County already uses ExpressVote so the system is proven and supported both by the State Board of Elections and Buncombe County Information Technology Department. After cost comparisons and implementation planning, this expansion is the best choice both fiscally and logistically, while also increasing accuracy and giving better service to voters. It reduces paper and supply consumption and expands sight, hearing and tactile enhancements to every early voter.

Recommended Motion & Requested Action: Approve use of ExpressVote for Early Voting in Buncombe County.

County Manager's comments and Recommendation: Recommends approval.

RESOLUTION NO. 23-06-15

A RESOLUTION APPROVING THE ACQUISITION AND ADOPTION OF THE EXPRESSVOTE VOTING SYSTEM FOR USE IN BUNCOMBE COUNTY, NORTH CAROLINA.

WHEREAS, pursuant to N.C. Gen. Stat. § 163-165.8, the Buncombe County Board of Commissioners may acquire and adopt a voting system, certified by the State Board of Elections, for use in all voting places in Buncombe County.

WHEREAS, Buncombe County Elections Services Staff is recommending to the Board of Elections and the Board of Commissioners that the County acquire and adopt the ExpressVote voting system during early voting in Buncombe County.

WHEREAS, the ExpressVote voting system is certified by the North Carolina State Board of Elections; and

WHEREAS, on January 24, 2023, the Buncombe County Board of Elections approved the acquisition and adoption of the ExpressVote voting system for use during early voting in Buncombe County.

WHEREAS, in accordance with N.C. Gen. Stat. § 163-165.8, the Board of Commissioners wish to approve the use of the ExpressVote voting system during early voting in Buncombe County.

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

1. That the Board of Commissioners approve the use of the ExpressVote voting system during early voting in Buncombe County.

2. That this resolution shall be effective upon its adoption.

This the 20th day of June 2023.

ATTEST

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

By: _____
Brownie Newman, Chairman

APPROVED AS TO FORM

County Attorney

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

New Business

Department: Solid Waste

Presenter(s): Dane Pederson **Contact(s):** Dane Pederson / Michael Frue

Subject: Solid Waste Ordinance Amendments

Brief Summary: Solid Waste is working to increase recycling and waste diversion initiatives to extend the life of the landfill while keeping valuable materials and commodities in circulation with recycling markets available for numerous materials. These proposed amendments to the Solid Waste Ordinance make clear that violations of requirements to cover or secure a load and clarifying user tipping fees at the transfer station and landfill are intended to encourage haulers to separate recycling from their waste loads, diverts waste, and extend the life of the landfill. Also, a double base tip fee for loads containing 5% by weight or volume will be imposed on the following recyclable materials: corrugated cardboard, untreated wood products suitable for mulching, clean concrete, cinder blocks, brick, concrete with steel or any type metals.

Violations of the requirement to cover or secure the load:

- Cars, pick-ups, or trailers will be charged the secure your load fee approved in the fee schedule
- Commercial and all other vehicles will be charged the secure your load fee approved in the fee schedule

Charges for dumping:

Commercial Haulers, Cars, pick-ups, or vehicles with trailers:

Less than 5% of the referenced recyclables: **Base** Tip Fee in approved fee schedule

First violation above 5% limit: **Double** Base Tip Fee in approved fee schedule

Second violation or subsequent w/in 6 mos: **Triple** Base Tip Fee in approved fee schedule

Recommended Motion & Requested Action: Approve the Ordinance Amending Certain Provisions of the Buncombe County Code of Ordinances -Solid Waste Management Ordinance.

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

ORDINANCE# 23-06-16

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE BUNCOMBE COUNTY CODE OF ORDINANCES SOLID WASTE MANAGEMENT ORDINANCE

_____

WHEREAS, Chapter 62 of the Buncombe County Code of Ordinances was adopted pursuant to N.C. Gen. Stat. § 153A-132.1, which authorizes counties to "enact ordinances governing the removal, method or manner of disposal, depositing or dumping of any trash, debris, garbage, litter, discarded cans or receptacles or any waste matter whatsoever within the rural areas of the county and outside and beyond the corporate limits of any municipality of said county" and N.C. Gen. Stat. § 153A-136, which authorizes counties to regulate, by ordinance, "the storage, collection, transportation, use, disposal, and other disposition of solid wastes;" and

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the citizens and residents of Buncombe County to enact the revisions set forth below to the County Code of Ordinances.

NOW THEREFORE, be it ordained by the buncombe county board of commissioners:

1. That Section 62-30 of the Buncombe County Code of Ordinances be amended as follows:

Sec. 62-30. – Storage; collection; transportation; disposal.

(c) *Transportation.* Transportation of solid waste shall be as follows:

(1) No solid waste shall be transported except in conformance with this section. The vehicles or containers used for the collection and transportation of solid wastes shall be loaded and moved in such a manner that the contents will not fall, leak or spill therefrom, and shall be covered or secured ~~when necessary~~ to prevent the blowing of materials from out of the vehicle. These vehicles shall be cleaned when necessary to prevent insect breeding, odor, or other nuisance, and shall be maintained in good repair. Materials spilled by the hauler shall be picked up immediately by the hauler and returned to the vehicle or container, and the area properly cleaned. ~~A violation of this provision shall subject the violator to imposition of a civil penalty by the director of solid waste in an amount not to exceed $50.00.~~

(2) This section shall not prevent the use of a private car or truck in transporting properly contained wastes to a landfill or transfer station, provided the hauler ensures that the solid wastes will be covered or secured during transportation and that no windblown, spillage or leakage occurs.

(3) A violation of this provision shall subject the violator to imposition of a civil penalty. The current civil penalty is on file and available in County offices and included in the County's fee schedule, which is adopted annually.

2. That Section 62-31 of the Buncombe County Code of Ordinances be amended as follows:

   Sec. 62-31. - User and tipping fees.

   The schedule of user and tipping fees for disposing solid waste at the county landfill and transfer station is not printed in this Code but is on file and available in the county offices and included in the County's fee schedule, which is adopted annually.

3. That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Commissioners hereby declare that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that anyone or more sections, subsections, sentences, clauses, or phrases be declared invalid.

4. This ordinance is effective upon adoption.

Read, approved and adopted this 20th day of June, 2023.

ATTEST

Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE

BY: _____

Brownie Newman, Chair

APPROVED AS TO FORM

County Attorney

SOLID WASTE

Solid Waste Ordinance Changes

June 20th, 2023

AGENDA

1. Fee for incoming **mixed waste loads** containing substantial amounts of recycle materials
2. Fee for uncovered/**unsecured waste loads**

Language added to Solid Waste Ordinance to allow for:

1. A fee for incoming **mixed waste loads** that contain substantial recycling materials
   - *GOAL: Encourages haulers to separate recycling from their waste loads; diverts waste and extends the life of the landfill*
   - Double base tip fee for loads containing 5% by weight or volume of the following recyclable materials: corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals

2. A fee for uncovered/**unsecured loads**
   - *GOAL: Reduce litter and increase road safety*

Cars, pick-ups, or trailers	$10/load
Commercial and all other vehicles	$25/load

Waste Diversion Project Goal

"Identify and assess potential opportunities to divert waste from landfill disposal in order to extend the County's landfill life and reduce greenhouse gas emissions"



2022 Waste Diversion Study Timeline Review

Initiative		Short Term (1-3 years)	Medium Term (4-7 years)	Long Term (8-10 years)
C&D	Develop educational information to contractors (brochure)	Complete		
	Modify operations for recovery of select materials	Complete		
	Encourage C&D load delivery to landfill	Ongoing		
	Continue supporting implementation of C&D diversion requirements for County projects	Ongoing		
	Promote reduced tipping fee for source-separated materials	Ongoing		
	Require C&D diversion plan by contractors			
Commercial	Enforce cardboard recycling	In Progress		
	Create commercial recycling guide	In Progress		
	Plan for sufficient capacity			

Mixed Waste Loads: Diversion Potential

Material	Residential		Commercial		C&D	
	Percent of Waste	Annual Tons	Percent of Waste	Annual Tons	Percent of Waste	Annual Tons
Corrugated Cardboard	3.8%	1,217	7.0%	3,570	5.0%	4,420
Metal	2.6%	2,132	2.1%	1,040	7.4%	6,500
Wood/Yard Waste	8.6%	7,053	3.8%	1,950	27.3%	24,120
Brick/Concrete/Asphalt	-	-	-	-	0.9%	830
TOTAL	15.0%		12.9%		40.6%	

Mixed Waste Loads: Examples





Unsecured/Uncovered Waste Loads

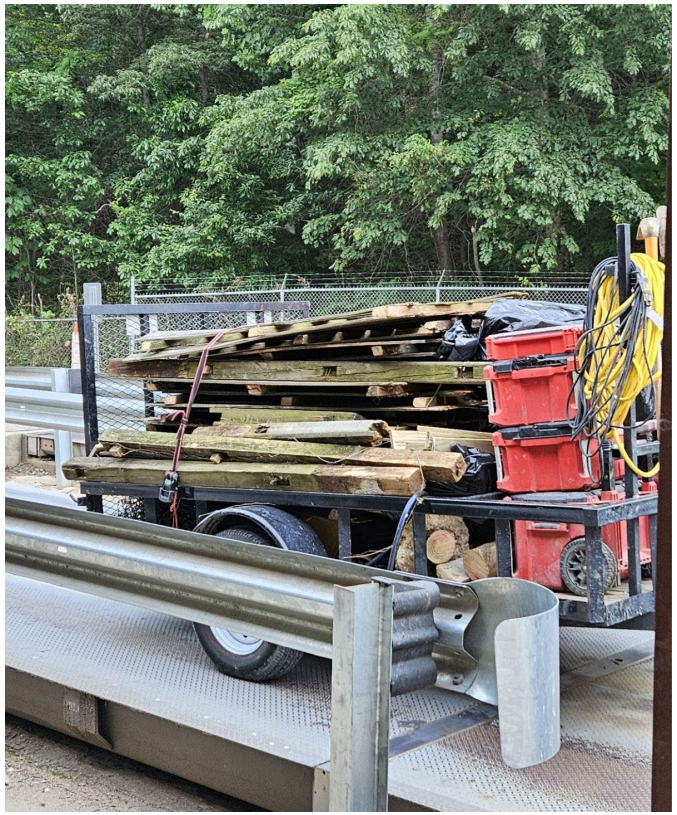
Residential cars, pick-ups, or trailers	$10/load
Commercial and all other vehicles	$25/load



Unsecured Loads: Examples





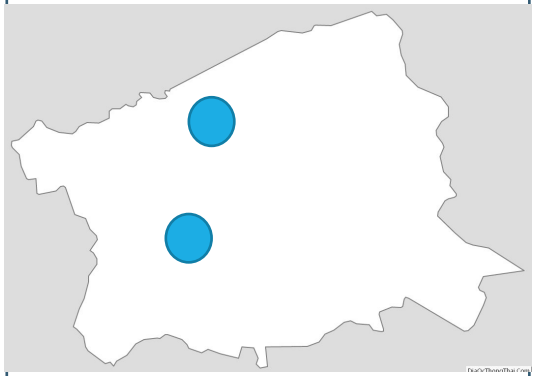


- Majority of litter is blown, not thrown
- Poses a significant safety hazard to other vehicles on roadway

Outreach Plan

- Business brochure distributed at both facilities
- Resources on website
- Presentations local business organizations upon request
- Available for one-on-one assistance and consultation

for businesses







Timeline for Implementation

June 2023

- Ordinance changes approved by Commission
- **Secure Your Load** campaign kickoff

July 2023

- **Secure your load warnings** issued (without fees)
- **Mixed load** campaign kickoff outreach materials distributed

August 2023

- **Secure your load fees effective**
- **Mixed load warnings** issued (without fees)

September 2023

Mixed load fees effective

Key Takeaways

- Unsecured/Uncovered waste loads contribute to the litter in our community.
- Solid Waste will provide resources, information and warnings prior to assessing fees

- Increased recycling and waste diversion initiatives will extend the life of the landfill while keeping valuable materials and commodities in circulation with recycling markets available for numerous materials

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/20/2023

New Business

Department: Justice Services

Presenter(s): Hannah Legerton, Youth Justice Division Manager

Contact (s): Hannah Legerton, Youth Justice Division Manager

Subject: Approval of JCPC FY 2023-2024 Certification and Annual Plan

Brief Summary: Each year the state requires local JCPC's to submit their Certification and Annual Plan. The Certification is due to the Department of Public Safety Division of Juvenile Justice by June 30th. Buncombe County JCPC will submit the Annual Plan along with the Certification pending the approval of the County Commissioners.

Buncombe County JCPC has completed all the necessary requirements from the state and is in compliance per JCPC policies.

The Certification includes the following:

- Certification Standards
- Membership List
- Administrative Budget
- Bylaws
- Allocations Policies and Procedures
- Request for Proposals
- Copy of News Release
- Distribution List

The Annual Plan consists of the following:

- Executive Summary
- Funding Allocations FY2023-2024

- JCPC Organization
- County Risk and Needs Assessment Summary and Continuum of Services
- Request for Proposals
- Funding Decisions Summary
- Funded Program Enhancement Plans (PEP)

Buncombe County's allocation of $644,477 is included in the proposed FY24 budget.

Recommended Motion & Requested Action: Approve the Buncombe County Juvenile Crime Prevention Council Certification and Annual Plan.

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

North Carolina Department of Public Safety
Juvenile Justice and Delinquency Prevention

JCPC Program - Program Agreement

SECTION I A: SPONSORING AGENCY AND PROGRAM INFORMATION			
FUNDING PERIOD:	FY 23-24	**DPS/JCPC FUNDING # (cont only)**	211-XXXX
COUNTY:	Buncombe	**AREA:**	Western Area
Multi-County:	No	**Multi-Components:**	No
NAME OF PROGRAM:	JCPC Administration		

SPONSORING AGENCY:	Buncombe County			
SPONSORING AGENCY PHYSICAL ADDRESS:	*			
	*	NC	00000	
SPONSORING AGENCY MAILING ADDRESS:	*			
	*	NC	00000	
TYPE:	Public		**FEDERAL ID #**	566000279 01

COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
38885	JCPC Certification	JCPC Certification	$ 10,000
		Total cost of components:	$ 10,000

Program Manager Name & Address *(same person on signature page)*

Name:	Timothy Henderson		**Title:**	Attorney, Buncombe County JCPC Chair	
Mailing Address:	60 Court Plaza				
	14th Floor		**City:**	Asheville	**Zip:** 28801
Phone:	(828) 259-3423	**Fax:**		**E-mail:**	Timothy.A.Henderson@nccourts.org

Contact Person *(if different from program manager)*

Name:	Hannah Legerton		**Title:**		
Mailing Address:	60 Court Plaza				
	14th Floor		**City:**	Asheville	**Zip:** 28801
Phone:	(828) 250-4087	**Fax:**		**E-mail:**	hannah.legerton@buncombecounty.(

Program Fiscal Officer *(cannot be program manager)*

Name:	Mason Scott		**Title:**	Interim Finance Director	
Mailing Address:	200 College St				
			City:	Asheville	**Zip:** 28801
Phone:	(828) 250-4812	**Fax:**		**E-mail:**	Mason.Scott@buncombecounty.org

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

G.S. 143B-853 allows for a 2-year funding cycle for programs that meet the requirements of the statute and have been awarded funds in a prior funding cycle. Indicate below if the JCPC plans to allow for a 1-year or 2-year funding cycle.

2-Year Funding: FY 2023-2024 and FY 2024-2025

Membership

A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners?	Yes
B. Are members appointed for two-year terms and are those terms staggered?	Yes
C. Is membership reflective of social-economic and racial diversity of the community?	Yes
D. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846?	No

If not, which positions are vacant and why?

1 person under the age of 21 and 2 County Commissioner Appointee. The JCPC is working to fill vacant positions.

Organization

A. Does the JCPC have written Bylaws?	Yes
B. Bylaws are	On file
C. Bylaws contain Conflict of Interest section per JCPC policy and procedure.	Yes
D. Does the JCPC have written policies and procedures for funding and review?	Yes
E. These policies and procedures	On file
F. Does the JCPC have officers and are they elected annually?	Yes

Meetings

A. JCPC meetings are considered open and public notice of meetings is provided.	Yes
B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings?	Yes
C. Does the JCPC meet six (6) times a year at a minimum?	Yes
D. Are minutes taken at all official meetings?	Yes
E. Are minutes distributed prior to or during subsequent meetings?	Yes

Planning

A. Does the JCPC conduct a biennial planning process which includes a needs assessment, monitoring of programs and funding allocation process?	Yes
B. Is this Biennial Plan presented to the Board of County Commissioners and to DPS?	Yes
C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval?	Yes

Public Awareness

A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members?	Yes

☑ RFP, Distribution List, and Advertisement attached

B. Does the JCPC complete a biennial needs assessment and make that information available to agencies which serve children or their families, and to interested community members?	Yes

No Overdue Tax Debt

A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level?	Yes

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Briefly outline the plan for correcting any areas of standards non-compliance.

The JCPC is working to fill additional vacancies.

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Shanon Martin	Assistant Director of Student Services / Title IX Coordinator	☑	White	Female
2) Chief of Police or designee	Michael Lamb	Police Captain	☑	White	Male
3) Local Sheriff or designee	Jorge Redmond	BCSO Senior Attorney	☑	Black or African-American	Male
4) District Attorney or designee	Blythe McCoy	Attorney	☑	White	Female
5) Chief Court Counselor or designee	Sylvia Clement	Chief Court Counselor		Black or African-American	Female
6) Director, Local Management Entity/ Managed Care Organization (LME/MCO), or designee	Angela Garner	Community Relations Regional Director, VAYA Health	☑	White	Female
7) Director DSS or designee	Suzanne Avett	HHS Attorney Supervisor	☑	White	Female
8) County Manager or designee	Noreal Armstrong	Chief Equity & Human Rights Officer	☑	Black or African-American	Female
9) Substance Abuse Professional	Destiny Burgess	Peer Support Specialist, RHA		American Indian or Alaska Native	Female
10) Member of Faith Community	Don Johnson	Chaplain, Buncombe County Detention Facility		White	Male
11) County Commissioner	Martin Moore	County Commissioner		Black or African-American	Male
12) A Person Under the Age of 21					
13) A Person Under the Age of 21, or a member of the public representing the interests of families of at-risk juveniles	CiCi Weston	Executive Director, The Christine Avery Learning Center		Black or African-American	Female
14) Juvenile Defense Attorney	Timothy Henderson	Attorney		White	Male
15) Chief District Judge or designee	Susan Dotson-Smith	Judge	☑	White	Female
16) Member of Business Community	Elizabeth Kraft	CFO, Kraft Professional Realty, Inc.		White	Female
17) Local Health Director or designee	Ginger Clough	Health Promotions Supervisor	☑	White	Female
18) Rep. United Way/other non-profit	Natasha Adwaters	Executive Director, Children First		Black or African-American	Female
19) Representative/Parks and Rec	D. Tyrell McGirt	Parks & Recreation Director, City of Asheville		Black or African-American	Male

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Specified Members	Name	Title	Designee	Race	Gender
20) County Commissioner appointee	Angel Redmond	Program Leader, Asheville Parks & Rec.		Black or African-American	Female
21) County Commissioner appointee	Brandon Priester	Youth Business Services Representative, Land of Sky Regional Council		Black or African-American	Male
22) County Commissioner appointee	Co-Kema Hines	Student Affairs Case Manager, UNCA		Black or African-American	Female
23) County Commissioner appointee	Eric Robinson	Asheville Housing Authority		Black or African-American	Male
24) County Commissioner appointee	Jeremy Bricker	Regional Director, Family Preservation Services		White	Male
25) County Commissioner appointee					
26) County Commissioner appointee					

SECTION V: TERMS OF AGREEMENT

This Agreement is entered into by and between Department of Public Safety (*hereinafter referred to as DPS),* and **Buncombe** County, *(hereinafter referred to as the County), the County's Juvenile Crime Prevention Council (hereinafter referred to as the JCPC) and* **Buncombe County** *(hereinafter referred to as the Sponsoring Agency).*

DPS, the County, the JCPC and the Sponsoring Agency do mutually agree as follows:

Term of Agreement

This Agreement shall become effective **Jul 1, 2023** and shall terminate **Jun 30, 2024**.

Payment to Sponsoring Agency

All parties agree that services will be delivered as described in the approved Program Agreement and that funds will be disbursed in an amount not to exceed the amount $10000 for the term of this agreement, unless amended by an approved Program Agreement Revision.

Availability of Funds:

All parties to this Agreement agree and understand that the payment of the sums specified in this Program Agreement budget, or most recently approved Program Agreement Revision, is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to DPS.

Responsibilities of the Parties

DPS shall:

1. Disburse funds monthly to County Governments, for payment to the Sponsoring Agency, from funds appropriated by the General Assembly;

2. Reserve the right to suspend payment to the County for any non-compliance of reporting requirements by the Sponsoring Agency set forth in the DPS JCPC Policy;

3. Immediately notify, in writing, the JCPC, County, and Sponsoring Agency (including the Board of Directors, if applicable), if payments are suspended and again once payments resume;

4. Pay only for work as described in the Program Agreement, or most recently approved Program Agreement Revision, provided by the Sponsoring Agency and approved subcontractors;

5. Provide technical assistance, orientation, and training to the Sponsoring Agency, the County and the JCPC;

6. Monitor the Sponsoring Agency's funded program(s) in accordance with *DPS JCPC Policy 3. Operations: Program Oversight and Monitoring;* and

7. Notify parties entering into this Agreement of all due dates in a timely manner in order for reports to be submitted by

the established due dates.

The Sponsoring Agency shall:

1. Comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of Federal, State, and local agencies having jurisdiction and/or authority;

2. Comply with all Federal and State laws relating to equal employment opportunity;

3. Keep as confidential and not divulge or make available to any individual or organization without the prior written approval of DPS any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Sponsoring Agency under this Agreement;

4. Acknowledge that in receiving, storing, processing or otherwise dealing with any confidential information, it will safeguard and not redisclose the information, except as otherwise provided in this Agreement;

5. Comply with the DPS JCPC Policy and North Carolina Administrative Code procedures;

6. Secure local match, if applicable, pursuant to 14B NCAC 11B.0105, for the approved DPS funds;

7. Create and adopt individualized written agency guidelines specific to the funded program, while also adhering to DPS JCPC Policy for the specific funded program type;

8. Ensure that state funds received are spent in accordance with the approved Program Agreement, or most recently approved Program Agreement Revision, and be accountable for the legal and appropriate expenditure of those state funds;

9. Maintain reports, records, and other information to properly document services rendered and outcomes; also maintain an ability to send and receive electronic communication;

10. Have the capacity to use the DPS electronic, internet-based system for tracking clients served; also maintain an ability to electronically sign required DPS documents;

11. Use generally accepted accounting procedures that guarantee the integrity of the expenditure of funds, and maintain reports, records, and other information to properly account for the expenditure of all State funds provided to the Sponsoring Agency;

12. When refunds are requested from the North Carolina Department of Revenue for sales and/or use taxes paid by the agency in the performance of the Program Agreement, or most recently approved Program Agreement Revision, as allowed by NCGS § 105-164.14(c), the agency shall exclude all refundable sales and use taxes from reportable expenditures submitted to the County and DPS;

13. Submit Program Agreement Revisions, Third Quarter Accounting, Final Accounting, and annual detailed expenditures through NCALLIES. These reports must be in accordance with the submission process as outlined in the DPS JCPC Policy and with the due dates established by DPS;

14. Make personnel, reports, records and other information available to DPS, the County, the JCPC, and/or the State Auditor for oversight, monitoring and evaluation purposes;

15. Submit any other information requested by DPS, the County, the JCPC, and/or the State Auditor;

16. Be responsible for the performance of all subcontractors as described in the Program Agreement or most recently approved Program Agreement Revision;

17. Indemnify, defend, and hold harmless DPS, the State of North Carolina, the County, the JCPC and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Sponsoring Agency in connection with the performance of the Program Agreement or most recently approved Program Agreement Revision;

18. Receive written permission and budgetary approval from DPS prior to using the Program Agreement, or most recently approved Program Agreement Revision, as a part of any news release or commercial advertising, and acknowledge DPS funding in partnership with the County;

19. Comply with *DPS JCPC Policy 6: Operations: Program Eligibility for Funding* regarding any trainings and requirements for the United States Department of Justice national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA) and any additional requirements in 14B NCAC 11C

20. Be deemed an independent contractor in the performance of services described in the Program Agreement, or most recently approved Program Agreement Revision, and as such shall be wholly responsible for the services to be performed and for the supervision of its employees, interns, volunteers and subcontractors; and

21. Represent that it has, or shall secure at its own expense, all personnel required in performing the services as described in the Program Agreement, or most recently approved Program Agreement Revision. Such personnel shall not be employees of or have any individual contractual relationship with DPS.

Sponsoring Agency and Use of Contractor(s)/Subcontractors

The Sponsoring Agency may engage with independent contractors as needed to perform services or support services described in line item 190 the Program Agreement, or most recently approved Program Agreement Revision. When independent contractors are providing services the Sponsoring Agency must:

22. Upload a signed Contract for Professional Services *(Form JCPC/PO 001 Contract for Professional Services Template)* into NCALLIES once the Program Agreement or Program Agreement Revision is approved by DPS;

23. Be responsible for the performance of all contractors or subcontractors as described in the Program Agreement, or most recently approved Program Agreement Revision;

24. Hold any contractor or subcontractor to which the Sponsoring Agency provides State funds accountable for the legal and appropriate expenditure of State funds and require compliance with all applicable laws and DPS JCPC Policy; and

25. Ensure that all contractors or subcontractors provide all information necessary to comply with the standards set forth in the Program Agreement, or most recently approved Program Agreement Revision.

The JCPC shall:

1. Ensure the Sponsoring Agency uses JCPC funds only for the purposes approved by DPS in the JCPC Program

Agreement or most recently approved JCPC Program Agreement Revision;

2. Comply with the DPS JCPC Policy, the North Carolina Administrative Code procedures (14B NCAC 11B), and N.C.G.S. §§ 143B-845 to 851;

3. Review and locally approve Program Agreements, Program Agreement Revision(s), and Third Quarter Accounting and submit information to the County in a timely manner to meet due dates established by DPS;

4. Submit any other information requested by the County or DPS; and

5. Monitor the Sponsoring Agency's currently funded JCPC program(s) in accordance with *DPS JCPC Policy 3. Operations: Program Oversight and Monitoring.*
Reference: 14B NCAC 11B.0202 and DPS JCPC Policy (policies 1, 3, 7, 8, 9, 10 and 11).

The County shall:

1. Ensure the Sponsoring Agency is appropriately licensed when applicable, and either a local public agency, a 501(c)3 nonprofit corporation or local housing authority (applicable only to the JCPC funding process);

2. Use funds only for the purposes approved by DPS in the Program Agreement, or most recently approved Program Agreement Revision;

3. Disburse funds monthly and oversee funds to the Sponsoring Agency in accordance with 14B NCAC 11B.0108;

4. Comply with the DPS JCPC Policy and North Carolina Administrative Code procedures (14B NCAC 11B);

5. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency for final approval from DPS; and

6. Review and locally approve Third Quarter and Final Accounting forms for the JCPC and all funded programs according to the procedures and due dates established by DPS.
Reference: 14B NCAC 11B.0108; *DPS JCPC Policy (policies 8 and 9).*

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Choice of Law: The validity of this Program Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Program Agreement, are governed by the laws of North Carolina, including the relevant provisions of G.S. Chapter 143B, Article 13, Part 3, Subpart F, and the Rules of 14B NCAC Chapter 11. The parties, by signing this Program Agreement, agree and submit, solely for matters concerning this Program Agreement, to the exclusive jurisdiction of the courts of North Carolina and agree, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Program Agreement and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in Program Agreement or tort, relating to the validity, construction, interpretation, and

enforcement shall be determined.

Assignment: No assignment of the Sponsoring Agency's obligations or the Sponsoring Agency's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, DPS may:

(a) Forward the Sponsoring Agency's payment check(s) directly to any person or entity designated by the Program Manager, or

(b) Include any person or entity designated by the Sponsoring Agency as a joint payee on the Sponsoring Agency's payment check(s).

In no event shall such approval and action obligate DPS or County Government to anyone other than the Sponsoring Agency, and the Sponsoring Agency shall remain responsible for fulfillment of all Program Agreement, or the most recently approved Program Agreement Revision, obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Program Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Program Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to DPS, the County Government, and the Sponsoring Agency. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any third person. It is the express intention of DPS and County Government that any such person or entity, other than DPS or the County Government or the Sponsoring Agency receiving services or benefits under this Program Agreement shall be deemed an incidental beneficiary only.

Property Rights

Intellectual Property: All deliverable items produced pursuant to this Program Agreement are the exclusive property of DPS. The Sponsoring Agency shall not assert a claim of copyright or other property interest in such deliverables.

Physical Property: The Sponsoring Agency agrees that it shall be responsible for the proper custody and care of any property purchased for or furnished to it for use in connection with the performance of this Program Agreement, or the most recently approved Program Agreement Revision, and will reimburse DPS for loss of, or damage to, such property. At the termination of this Program Agreement, the Sponsoring Agency, County Government, and JCPC shall follow the guidelines for disposition of property set forth in the North Carolina Administrative Code and *DPS JCPC Policy 1. Operations: JCPC Operations*.
Reference: 14B NCAC 11B.0110.

Disbursements and Internal Controls

Reversion of Unexpended Funds

Any remaining unexpended funds disbursed by DPS to the County for the Sponsoring Agency must be refunded/ reverted back to DPS at the close of the fiscal year or upon termination of this Agreement.

Accountability for Funds

Audit Requirement - Local Government or Public Authority Requirements
Local Government or Public Authorities in accordance with N.C.G.S. § 159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority regarding compliance with all applicable Federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984".

Audit Requirement – Non-Governmental Entities
An audit, when required by law, or requested by the County or DPS shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit report must be submitted to the State Auditor's office as required by law, to the County, and DPS, and to other recipients as appropriate within nine (9) months after the end of the program's fiscal year.

Oversight

Access to Persons and Records
The State Auditor shall have access to persons and records related to all Program Agreements entered into by State agencies or political subdivisions in accordance with N.C.G.S. § 147-64.7. Additionally, as the State funding authority, DPS shall have access to persons and records related to all Program Agreements entered into by State agencies or political subdivisions.

Record Retention
Records shall not be destroyed, purged, or disposed of without the express written consent of DPS. State basic records retention policy requires all records to be retained for a minimum of five (5) years or until all audit exceptions have been resolved, whichever is longer. If the Program Agreement is subject to Federal policy and regulations, record retention may be longer than five (5) years since records must be retained for a period of three (3) years following submission of the final Federal Financial Status Report, if applicable, or three (3) years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Program Agreement has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

No Overdue Tax Debt Not for profit organizations ONLY must comply with this section. This form must be uploaded in NCALLIES when submitting a Program Agreement.
The Sponsoring Agency shall be responsible for the payment of all State, local, and Federal taxes. Consistent with N.C.G.S. § 143C-6-23(c), not for profit organizations shall file with DPS and the County a written statement completed by that Sponsoring Agency's Board of Directors or other governing body, stating whether or not the Sponsoring Agency has any overdue tax debts, as defined by N.C.G.S. § 105-243.1, at the Federal, State, or local level. This written statement, *No Overdue Tax Debts*, shall be completed by the Sponsoring Agency to certify when there are no overdue taxes. If the agency has overdue taxes, the Sponsoring Agency must notify DPS at the time a Program Agreement is submitted.

Conflict of Interest Not for profit organizations ONLY must comply with this section. This form must be uploaded in NCALLIES when submitting a Program Agreement.
Consistent with the N.C.G.S. § 143C-6-23(b), not for profit organizations shall file with DPS and the County, a copy of

that Sponsoring Agency's policy addressing conflicts of interest that may arise involving the Sponsoring Agency's management employees and the members of its Board of Directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Sponsoring Agency's employees or members of its Board or other governing body, from the Sponsoring Agency's disbursing of State funds and shall include actions to be taken by the Sponsoring Agency or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the County or DPS will disburse any funds. The Sponsoring Agency shall also complete the DPS Conflict of Interest Policy Statement *(Form DPS 13 001)* and upload the statement in NCALLIES along with and the Sponsoring Agency's policy addressing conflicts of interests.

Proof of 501(c)(3) Not for profit organizations ONLY must comply with this section. This form must be uploaded in NCALLIES when submitting a Program Agreement.
Not for profit organizations must upload proof of the agency's 501(c)(3) status when submitting a program agreement in NCALLIES.

Amendment: This Agreement may not be amended orally or by performance. Any amendment must be requested by the Sponsoring Agency through submission of a Program Agreement Revision and executed by duly authorized representatives of DPS, the County Government, JCPC, and Sponsoring Agency.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Program Agreement violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Program Agreement shall remain in full force and effect.

Termination for Cause: If, through any cause, the Sponsoring Agency shall fail to fulfill its obligations under this Program Agreement in a timely and proper manner, DPS shall have the right to terminate this Program Agreement by giving written notice to the Sponsoring Agency and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Sponsoring Agency under this Program Agreement shall, at the option of DPS, become its property and the Sponsoring Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Sponsoring Agency shall not be relieved of liability to DPS for damages sustained by DPS by virtue of the Sponsoring Agency's breach of this agreement, and DPS may withhold any payment due the Sponsoring Agency for the purpose of setoff until such time as the exact amount of damages due DPS from such breach can be determined. The filing of a petition for bankruptcy by the Sponsoring Agency shall be an act of default under this Program Agreement.

Termination without Cause: DPS, the County Government, or the Sponsoring Agency may terminate this Agreement at any time and without cause by giving at least thirty (30) days advance written notice to the other parties. If this Program Agreement is terminated by DPS as provided herein, the Sponsoring Agency shall be reimbursed on a pro rata basis for services satisfactorily provided to DPS under this Program Agreement, or the most recently approved Program Agreement Revision, prior to Program Agreement termination.

Waiver of Default: Waiver by DPS of any default or breach in compliance with the terms of this Program Agreement, or the most recently approved Program Agreement Revision, by the Sponsoring Agency shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Program Agreement unless stated to be such in writing, signed by an authorized representative of DPS, County Government, the JCPC, and the Sponsoring Agency.

Force Majeure: Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations as a result of events beyond its reasonable control, including, without

limitation, fire, power failures, any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event, pandemic, or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Program Agreement expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

Entire Agreement: This Program Agreement (including any documents mutually incorporated specifically herein) represents the entire agreement between the parties and supersedes all prior oral or written statements or agreements.

END OF SECTION V – Terms of Agreement

SECTION VI: BUDGET NARRATIVE

JCPC Administration	Fiscal Year	FY 23-24

Item #	Justification	Expense	In Kind Expense
120	JCPC Administrative Assistant position.	$8,500	
220	Breakfast and Lunch for Committee on Allocations Day in March, and food/coffee at other in-person JCPC meetings.	$1,000	
260	Office supplies for JCPC	$500	
TOTAL		**$10,000**	**$0**

Job Title	Annual Expense Wages	Annual In Kind Wages
Youth Justice Division Manager - JCPC Admin Role	$8,500	
TOTAL	**$8,500**	

SECTION VII: BUDGET NARRATIVE LINE ITEM SUMMARY

Program: JCPC Administration

Fiscal Year: FY 23-24 **Number of Months:** 12

	Cash	In Kind	Total
I. Personnel Services	**$8,500**		**$8,500**
120 Salaries & Wages	$8,500		$8,500
180 Fringe Benefits			$0
190 Professional Services*			$0
*Contracts MUST be attached			
II. Supplies & Materials	**$1,500**		**$1,500**
210 Household & Cleaning			$0
220 Food & Provisions	$1,000		$1,000
230 Education & Medical			$0
240 Construction & Repair			$0
250 Vehicle Supplies & Materials			$0
260 Office Supplies and Materials	$500		$500
280 Heating & Utility Supplies			$0
290 Other Supplies and Materials			$0
III. Current Obligations & Services			**$0**
310 Travel & Transportation			$0
320 Communications			$0
330 Utilities			$0
340 Printing & Binding			$0
350 Repairs & Maintenance			$0
370 Advertising			$0
380 Data Processing			$0
390 Other Services			$0
IV. Fixed Charges & Other Expenses			**$0**
410 Rental or Real Property			$0
430 Equipment Rental			$0
440 Service and Maint. Contracts			$0
450 Insurance & Bonding			$0
490 Other Fixed Charges			$0
V. Capital Outlay			**$0**
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			$0
530 Educational Equipment			$0
540 Motor Vehicle			$0
550 Other Equipment			$0
580 Buildings, Structure & Improv.			$0
Total	**$10,000**	**$0**	**$10,000**

SECTION VIII: SOURCES OF PROGRAM REVENUE (ALL SOURCES)		
FY 23-24	**Buncombe County**	**Funding ID: 211-XXXX**
Sponsoring Agency:	Buncombe County	
Program:	JCPC Administration	

$10,000	**DPS/JCPC Funds**	* This is the amount approved in your application	
0%	**Local Match Rate**	Is the Local Match Rate 10%, 20% or 30%?	
	County Cash		*(Specify Source)*
	Local Cash		*(Specify Source)*
	Local Cash		*(Specify Source)*
	Local In-Kind		*(Specify Source)*
	Other		*(Specify Source)*
	Other		*(Specify Source)*
	Other		*(Specify Source)*
	Other		*(Specify Source)*
$10,000	**TOTAL**	$0	$0
		Required Local Match	Match Provided

Authorizing Official, Department of Public Safety **Date**

The following signature certifies that this program agreement has been locally approved by the Board of County Commissioners.

Chair, County Board of Commissioners or County Finance Director **Date**

The following signature certifies that this program agreement has been locally approved by the Juvenile Crime Prevention Council.

Chair, Juvenile Crime Prevention Council **Date**

Program Manager **Date**

BYLAWS of
Buncombe County Juvenile Crime
Prevention Council

Article I. Name, Principal Office, and General Purpose

Section 1. Name.
Buncombe County Juvenile Crime Prevention Council (JCPC)

Section 2. Purposes. The purpose for the JCPC is to prevent juveniles who are at risk from becoming delinquent. North Carolina General Statute (143B-*845*) mandates the development of a local JCPC. The primary intent of the legislation is to develop community-based alternatives to Youth Development Centers and to provide community – based delinquency and substance abuse prevention strategies and programs. Additionally, it is the intent of the legislation to provide noninstitutional dispositional alternatives that will protect the community and the juveniles.

The legislation directs that these programs and services be planned and organized at the community level and developed in partnership with the State. Juvenile Crime Prevention Councils are the designated planning bodies at the local level, appointed by the Board of County Commissioners.

Article II. Members

Section I. Members.
The business and property of the JCPC shall be managed and controlled by the JCPC, who shall be appointed as set forth below.

Section 2. Appointment.
NCGS 143B-846 specifies that as a prerequisite for a county receiving funding for juvenile court services and delinquency prevention programs, the Board of County Commissioners shall appoint a JCPC.

Section 3. Number and Representation
The JCPC shall consist of a membership composition as set forth in GS 143B-846 with not more than 26 members. The Board of County Commissioners shall modify the JCPC membership as necessary to ensure that council members reflect the racial and socioeconomic diversity of the community and to minimize potential conflicts of interest by members.

Section 4. Officers.

Members of the council shall elect the Chair and Vice Chair annually.

I. Membership designated by NCGS 143B-544

1. Local school superintendent(s) or designee
2. Chief of Police
3. Local Sheriff or designee
4. District Attorney or designee
5. Chief Court Counselor or designee
6. Director of area mental health, developmental disabilities, and substance abuse authority or designee
7. Director of DSS, or consolidated human services agency or designee
8. County Manager or designee
9. A Substance Abuse Professional
10. A Member of the Faith Community
11. A County Commissioner
12. Two persons under the age of 18 years, one of whom is a member of the State Youth Council.
13. A Juvenile Defense Attorney
14. Chief District Court Judge or a judge designated by the chief district court judge
15. A member of the business community
16. Health Director or designee
17. Representative of United Way or other nonprofit or designee
18. Representative of local parks and recreation
19. Member of Public appointed by County Commissioners
20. Member of Public appointed by County Commissioners
21. Member of Public appointed by County Commissioners
22. Member of Public appointed by County Commissioners
23. Member of Public appointed by County Commissioners
24. Member of Public appointed by County Commissioners
25. Member of Public appointed by County Commissioners

Section 5. Terms.

As set forth in NCGS 143B-847 each member of the JCPC shall serve for terms of two years. Members may be reappointed. Terms of appointment begin January 1, 1999, and July 1 of years thereafter.

In order to provide for staggered terms, persons appointed for positions designated as (9) a substance abuse professional, (10) a member of the faith community, (12) a person under the age of 18, (15) a member of the business community (17) a representative of United Way or other nonprofit and (18) a representative of local parks and recreation, shall be for an initial one-year term and two-year terms thereafter.

Section 6. Vacancies.
As set forth in NCGS 143 B-848 appointments to all vacancies shall be for the remainder of the former member's term.

Section 7. Removal.
As set forth in NCGS 143 B-848 members shall only be removed for malfeasance (illegal act) or nonfeasance (not performing duties as required) as determined by the Board of County Commissioners.

Section 8. Meetings; Quorum.
As set forth in NCGS 143 B-849 the Council will meet at least bi-monthly. The council may meet more often if the Chair calls a special meeting.

A simple majority of members shall constitute a quorum. (Simple majority is 50%+1)

Section 9. Attendance
Any member who has two consecutive or three total unexplained absences in a one year period of their two-year term will be contacted by the coordinator to verify their commitment to continue as a board member.

Article III. Duties and Powers

As set forth in NCGS 143 B-851 the duties and powers of the JCPC are as follows:

Conduct an annual review of the needs of juveniles at risk of delinquency, adjudicated delinquent or undisciplined and the resources needed to meet those needs.

Develop and advertise a request for proposals (RFP) process and submit a written plan of action for the expenditures of juvenile sanctions and prevention funds to the Board of County Commissioners for approval. Submit those funds approved by the Board of County Commissioners to the North Carolina Department of Public Safety (NCDPS) for final approval and implementation.

Ensure appropriate intermediate dispositional options are available and prioritize funding for dispositions of intermediate and community level sanctions for court adjudicated juveniles.

NCDPS Application Process:

Perform the following functions on an ongoing basis:

a) Assess the needs of juveniles in the community, evaluate the adequacy of resources to meet those needs, and develop or propose ways to address unmet needs.
b) Evaluate the performance of juvenile services and programs in the community. Evaluate each funded program as a condition of continued funding.

d) Increase public awareness of the causes of delinquency and of strategies to reduce the problem.
e) Develop strategies to intervene and appropriately respond to and treat the needs of juveniles at risk of delinquency through appropriate risk assessment instruments.
f) Provide funds for services for treatment, counseling, or rehabilitation for juveniles and their families, including court ordered parenting responsibility classes.
g) Plan for the establishment of permanent funding streams for delinquency prevention services.
h) Develop strategies to intervene and appropriately respond to the needs of juveniles who have been associated with gang activity or who are at risk of becoming associated with gang activity.

ARTICLE IV Committees

1. Executive Committee: Membership shall consist of the JCPC Chair, JCPC Chair from the previous year if still active, Vice-Chair, Standing Committee Chairs, the NCDPS Consultant and the Chief Court Counselor or designee.
2. The JCPC may appoint from its members, or from among other persons as the Council sees fit, one or more ad hoc or advisory committees at any time. The members of such committees serve at the pleasure of the JCPC and shall advise and aid the Council. Each ad hoc committee is subject to approval of the JCPC, and its prescribed rules and regulations to conduct meetings and business.
    a. Duties: It is the duty of the JCPC Chair to ensure that the following duties are performed:
        i. Meet monthly to set the agenda for the regular JCPC meetings.
        ii. Meet when necessary between monthly meetings to facilitate strategic planning and fiscal management concerns as decided by the JCPC Chair
        iii. Monitor and evaluate composition of the JCPC specific to community representation and effectiveness in meeting goals
        iv. Monitor terms of appointment and present membership recommendations to the Board of County Commissioners

v. Monitor non-attendance and notify members of attendance issues as referenced in Article VI, Section 3
vi. Report malfeasance (illegal activity) or nonfeasance (failure to perform assigned duties) to the Board of County Commissioners for recommended action
vii. Ensure development and presentation of a slate of officers for JCPC approval
viii. Review request for support of community program development and present to the JCPC for approval
ix. Take nominations at a regular JCPC meeting for chairs of committees prior to the first meeting of the JCPC year
x. The JCPC Chair may appoint from its members, or from among other persons as the Council sees fit, one or more ad hoc or advisory committees at any time. The members of such committees serve at the pleasure of the JCPC and shall advise and aid the Council. Each ad hoc committee is subject to approval of the JCPC, and its prescribed rules and regulations to conduct meetings and business.

The Chairs of the following committees will coordinate with the JCPC Chair to ensure appropriate committee membership from the JCPC members and community volunteers.

1. Monitoring/Evaluation Committee: Membership shall consist of the Chair and Vice-Chair of the committee, JCPC members, court counselors and may include community volunteers.
    a. Duties: It is the duty of the committee chair to ensure that the following duties are performed:
        i. Conduct site visits to funded NCDPS programs
        ii. Review NCDPS funded programs to determine adherence to proposed goals, projected outcomes, budgets and other data collection requirements
        iii. Complete and submit required monitoring and evaluation reports within designated time frames
        iv. Evaluate funded programs for conditions of continued funding and overall effectiveness and efficiency, and progress towards projected outcomes.
        v. Provide monitoring reports to the Allocations Committee within established time frames
        vi. Coordinate with NCDPS Consultant to ensure knowledge of and adherence to current monitoring and evaluation requirements
        vii. Develop annual calendar and action plan outlining required tasks of committee

2. Planning/Public Awareness Committee: The planning and public awareness activities may function as two separate committees or as a single committee and subcommittee. Membership shall consist of the Chair, Vice-Chair, JCPC members, court counselors and may include community volunteers.
    1. Duties: It is the duty of the committee chair to ensure that the following duties are performed:
        i. Planning:
            1) Develop a community assessment and comprehensive strategies plan in order to establish priorities for NCDPS disbursement of funds in conjunction with the Dispositional Options survey given to court counselors and reported by the chief court counselor and provide planning data to the community and the state
            2) Review and update comprehensive strategies at least every three to five years
            3) Review annually the needs of juveniles at risk of delinquency or adjudicated delinquent/undisciplined and resources needed for target populations
            4) Review and determine gaps in intermediate dispositional options
            5) Ensure that comprehensive strategies include addressing unmet needs and providing funds and resources for treatment, counseling and rehabilitative services for youth and families, including court ordered parent responsibility classes
            6) Coordinate with the Allocations Committee and Chief Court Counselor to ensure that the annual RFP for NCDPS funding accurately reflects current community-based needed resources
            7) Coordinate with NCDPS Consultant to ensure use of best practice criteria for assessment and planning activities
        ii. Public Awareness:
            1) Provide public awareness of the JCPC, it's function, it's process and the comprehensive strategies plan
            2) Promote public awareness and media coverage for the RFP and NCDPS funds allocation process
            3) Ensure public notification of the JCPC regular meeting or specially called meetings
            4) Make presentations to community groups and programs regarding JCPC functions and as recruitment and gap identification strategies

5) Develop an annual public awareness and media action plan outlining events to cover and community organizations to receive presentations

3. Allocations Committee: Membership shall consist of the Chair, Vice-Chair, JCPC members, and court counselors.

1. *Duties: The purpose of the allocation Committee is to receive, review and evaluate eligible program application and make recommendations for the release of NCDPS funds to area programs. In addition, the committee ensures that applications for NCDPS funding are received in the context of identified needs from the JCPC comprehensive strategies process as noted in the RFP.* No agency shall have more than two representatives on the allocation committee in an effort to refute any allegations of weighting the panel. The Chief Court Counselor shall participate as a non-voting member, being available to assist in training members and for consultation and information as to the needs of the court referred juveniles.

Article V Officers

Section 1.Officers. The officers of Council shall be a Chair, Vice Chair *(Chair-elect)*, Planning Chair, Vice Chair, Monitoring Chair, Vice Chair, Allocations Chair, Vice Chair, each elected annually.

The executive committee will present a slate of officer appointments to the JCPC and hold elections in May.

Section 2. Election. The Council shall elect all officers during a meeting held in May of each year. The executive committee shall submit a slate of officers. Additional nominations may be made from the floor at this time. All officers shall hold office for the term of one year. Vice-Chair will move into Chair position in the following year.

Section 3. Tenure of Office. Any of the officers may be dismissed at any time during his or her term by a majority vote of the Council in accordance with Article II, §8.

Section 4. Resignation. If an officer resigns prior to the end of his/her term the executive committee shall recommend a replacement to the JCPC for approval. The approved replacement will serve until the end of the designated term.

Section 5. Duties of Officers

CHAIR

The Chair shall:

a) Preside at all meetings of the Council
b) Enforce these Bylaws and see that all orders and resolutions of the JCPC are carried out

c) Perform the entire duties incidental to his or her office, and which are required by law, and generally, to see that the Officers perform their duties
d) Present at each meeting of the Council a report on the condition of the business of the Council
e) Call regular and special meetings of the Council in accordance with these Bylaws
f) Execute conveyances, contracts and agreements as authorized by the Council
g) Perform and attend to such other duties and functions as may be directed by the County Commissioners
h) Annually appoint Committee Chairs, Vice-Chairs and membership
i) Present an annual report to the Board of County Commissioners
j) Serve as JCPC representative on the Buncombe County Children's Collaborative or appoint a designee

VICE-CHAIR

The Vice-Chair shall:

Perform the duties of the Chair in the Chair's absence or disability

a) Perform such additional duties and functions as may be directed by the Council
b) Serve as the incoming Chair of the JCPC
c) Participate in the executive committee meetings

Section 6. Vacancies. Vacancies in any office shall be filled by the Council at a special meeting called for that purpose after the occurrence of such vacancy, or at the next annual meeting, whichever occurs first. The Officers so elected shall hold office until the next annual meeting of the Council and until a successor shall have been elected in accordance with these Bylaws.

ARTICLE VI Meetings

Section 1. Regular Meetings. The Council shall meet at least bi-monthly and dates designated by the Chair, through a written call of the majority of Council members, or upon resolution of the Council. The annual meeting of the Council shall be held each year in May or at such other time as the Council may fix, for the purpose of electing officers and for the transaction of other business.

Section 2. Special Meetings. The times, dates, and places of special meetings of the Council may be set at the call of the Chair. Notification shall be given to Council members by the usual means of communication (telephone, voice mail, mail, text, email) at least 48 hours before the time of the meeting.

Section 3. Notice of Intention to Attend

Members of the Council shall be required to notify the Chair or Program Coordinator of their inability to attend a regularly scheduled meeting prior to the meeting.

Section 4. Quorum. Simple majority of the members of the Council shall constitute a quorum for the transaction of business.

Section 5. Parliamentary Rules. All meeting shall be conducted in an open, orderly, and fair manner; and Robert's Rules of Order, as revised, shall apply to all deliberations.

Section 6. Majority Vote Except as otherwise provided by Bylaws or law, all matters before Council shall be decided by a simple majority vote of the members present at a meeting at which a quorum exists**.** Members of the Council or a committee may participate in a meeting of the Council or committee by electronic means*,* which allows the participants to participate in the meeting.

Section 7. Informal Action by Officers. Any action required or permitted to be taken at any meeting of the Council or of a committee may be taken without a meeting if the text of the resolution or matter agreed upon is sent to all the members in office or all of the members of the committee and all of the members in office or all the members of the Committee consent to such action in a writing, including electronic communication*,* setting forth the action taken. Such consent in writing, including electronic communication*,* shall be filed with the minutes of the proceedings of the Council or the committee and have the same force and effect as a vote of the Council or of the committee at a meeting, whether done before or after the action is taken.

Section 8. Compliance with State Requirements. So long as the Council manages/approves funding from the State of North Carolina, it shall conduct it operations, including its meetings, in a manner comparable to Article 33C of Chapter 143 of the North Carolina Statutes (the Open Meetings Law), and Chapter 132 of the North Carolina General Statutes (the Public Records Law).

ARTICLE VII Contracts, Checks, Deposits, and Funds

Section 1. Contracts. Council may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Council; and such authority may be general or confined to specific instances.

Section 2. Loans. No loans shall be contracted on behalf of the Council and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Council. Such authority may be general or confined to specific instances.

Section 3. Checks and Drafts. All checks, drafts, or other orders for the payment of money, issued in the name of the Council, shall be signed by such officer or officers, agent or agents of the Council and in such manner as shall from time to time be determined by resolution of the Board of County Commissioners. In regard to the administrative expenses of the JCPC, Buncombe County is the fiscal agent and will issue checks related these expenses under the approval and consent of the JCPC executive committee.

Section 4. Funds. All funds of the Council not otherwise employed shall be deposited to the credit of the Council in banks, trust companies, or other depositories as the Board of County Commissioners may select.

Section 5. Acceptance of Gifts. The Council or any officer or officers or agent or agents of the Council to whom such authority may be delegated by the Council, may accept on behalf of the Council any contribution, gift, bequest, or devise for the purposes of the Council.

Section 6. Audits. On request of a majority of the Council, the accounts of the Council shall be audited by a reputable certified public accountant, whose report shall be submitted to each member of the Council. This requirement is met by having an audit conducted by the State Auditor, as specified in Article VIII, Section 2.

Section 7. Bond. At the direction of the Board of County Commissioners, any officer or employee of the Council shall be bonded. The Council shall pay the expense of procuring any such bond.

ARTICLE VIII Relations with Public Bodies

Section 1. Grants and Appropriations. The Council anticipates it will from time to time receive grants or appropriations from public bodies of North Carolina. Expenditures by the Council of such grants or appropriations shall be made only for public purposes and only for the charitable purposes of the Council and according to law.

Section 2. Audit by State Auditor. So long as the Council receives funding from the State of North Carolina, the Corporation shall be subject of the audit and review by the State Auditor pursuant to Article 5A of the Chapter 147 of the North Carolina General Statues.

ARTICLE IX

Agents, Representatives and Employees

The Council may appoint such agents, representatives and employees of the Council with such powers and to perform such acts or duties on behalf of the Council, as the Council may deem appropriate and in the best interest of the

Corporation. As money permits the Council may utilize a management support position to perform council duties as outlined in a job description approved by the JCPC. See attachment for job description of coordinator.

ARTICLE X

Period of Accounting and Reporting

The fiscal year shall begin on July 1 and shall end on June 30 of the next calendar year.

ARTICLE XI Amendments

Within the parameters of the NC General Statutes which establish and define the JCPC the Council shall have power to make, alter, amend and repeal the Bylaws by affirmative two-thirds vote of the Council then serving, provided that such action is proposed at a regular or special meeting of the Council and adopted at a subsequent regular or special meeting, except as otherwise provided by law. The text of all amendments and changes shall be included in the notice of each such meeting.

ARTICLE XII Conflict of Interest

Juvenile Crime Prevention Council (JCPC) members are public officers. N.C. Gen. Stat. § 14-234 requires that (1) No public officer or employee who is involved in making or administering a contract on behalf of a public agency may derive a direct benefit from the contract except as provided in this section, or as otherwise allowed by law; (2) A public officer or employee who will derive a direct benefit from a contract with the public agency he or she serves, but who is not involved in making or administering the contract, shall not attempt to influence any other person who is involved in making or administering the contract; and (3) No public officer or employee may solicit or receive any gift, reward, or promise of reward in exchange for recommending, influencing, or attempting to influence the award of a contract by the public agency he or she serves.

No JCPC member or managing staff may receive directly or indirectly, any funds disbursed from the State of North Carolina, except for duly, authorized staff compensation and benefits, and reimbursement for expenses actually incurred in connection with the Council's business and in accordance with final approved grant agreements. JCPC members are to avoid conflicts of interest or the appearance of impropriety in the disbursement of State funds; No member of the JCPC shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by State funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, said JCPC.

JCPC has written conflict of interest policies and reporting procedures applicable to members who have any interest or any authority regarding the resources of

JCPC. These policies are to be communicated to members and full disclosure will be provided for any possible appearance of conflict of interest that may exist.

Council members shall not use their official affiliation with the JCPC to secure preferential treatment for any juvenile. Council members shall not use confidential information regarding juveniles or their families, JCPC agencies or other council members for personal gain or benefit. Council members must disclose a (potential) conflict of interest when the council member:

1. Is related to a program staff member;
2. Is related to another JCPC member;
3. Has/may have personal, financial, professional, and/or political gain at the expense or benefit of the JCPC, other than the benefit of therapeutic intervention for the juveniles and families served by JCPC funded programs;
4. Or a council member's family member participates in activities of, is a member of, or is an employee of a business entity that may be viewed as having direct or indirect influence over the JCPC's business;
5. Or a council member's family member may be viewed as having direct or indirect financial gain from personal or business investments/interest in real property held by that council member;
6. Received honorarium or other compensation outside of the scope of employment and operations that creates or appears to create bias;
7. Secured employment with a competing applicant for JCPC funding; and
8. Has a relationship other than professional with a JCPC funded program or applicant for funding, or any staff member or volunteer working for the program/applicant.

Every member of the JCPC shall complete a conflict of interest disclosure form and submit it to the JCPC Chair. The conflict of interest form shall be submitted yearly. Should a conflict of interest arise a JCPC shall complete a new conflict of interest disclosure form. If a JCPC member discloses a conflict of interest then the issue shall be scheduled for discussion at the next JCPC executive meeting.

Any member of the JCPC who may, through his or her agency, receive funds as a result of a motion before the Council, or may otherwise benefit financially from a motion before the Council, may have a conflict of interest between his or her role within that agency, and as a member of the Council. Such members may be prohibited from participating in the discussion of the motion and likewise prohibited from voting on such motion.

When such an item is the subject of a motion before the Council, and is opened for discussion, those members of the Council who acknowledge such a conflict of interest shall identify themselves and state their intention to abstain. Such members may be requested by the Chair to leave the room during the deliberations and vote. If any member or members of the Council have removed themselves as a result of such conflict of interest related to a specific motion, it

shall be the responsibility of the Chair to ensure that only such agenda item is discussed and acted upon in that person's absence.

In the event a participating member of the Council perceives that a conflict exists with a member of the Council who has not voluntarily identified himself or herself, the Council member shall bring such conflict to the attention of the Council and request that individual abstain and remove him/herself. If there is a dispute as to whether or not the circumstances present a conflict of interest, the Chair shall rule on whether or not the Council member in question has an actual conflict of interest and shall be permitted to vote and participate in the deliberations. The Chair shall have the option of ruling that the member whose vote is in dispute shall be entitled to vote under challenge, such ballot and dispute to be resolved only in the event the challenged ballot is determinative of the outcome of the vote.

In order to prevent potential conflicts of interest, the JCPC shall to the extent possible:

- Fill allocations and monitoring committees with members who are not staff or volunteers of funded agencies
- Any JCPC member affiliated with a funded or unfunded agency shall abstain from voting in matters related to JCPC funding or business transactions affecting that specific agency. Full disclosure shall be made by any member prior to any funding or business transaction deliberations
- Nominating chairs will not be board members, staff or volunteers of funded agencies, or NCDPS staff
- Require a list of agency board members as a part of each program's funding application
- Provide a means of identification, ie. tent cards, or membership roster at meetings to designate funded agency representatives

ARTICLE XIII Public Attendance/Participation

The Council shall conduct its operations in compliance with Article 33C of Chapter 143 of NC General Statue (Open Meeting Law) and Chapter 132 of NC General Statue (Public Records Law). Meeting minutes shall be sent to the Clerk of the Board of County Commissioners to allow for public access.

Non-Council members who attend Council meetings will identify themselves as visitors and be seated in the audience. Council members will be seated at the table. If a member of the public wishes to provide comment they should advise the Chair and/or Secretary and be placed on the Agenda prior to the meeting. The Council meets from for one and one half hours unless otherwise posted and public comment will be contained to available time within that period and each speaker's comments will be limited to 3 minutes.

The Council, through it established committee structure, will offer consistent and varied vehicles for public input and participation.

Adopted by the Buncombe County Juvenile Crime Prevention Council on November 21st, 2013.

Danielle Arias, Chair

Buncombe County Juvenile Crime Prevention Council
Allocations Policies and Procedures

Policy

The Allocations Committee

The purpose of the Allocations Committee is to receive, review and evaluate eligible program applications and make recommendations for the release of NCDPS funds to area programs. In addition, the committee ensures that applications for NCDPS funding are received in the context of identified needs from the JCPC comprehensive strategies process as noted in the Request for Proposals (RFP).

Policy Changes

The JCPC Allocation Policies and Procedures may be amended, altered, or repealed by a majority of the JCPC. The notice of proposed changes must be in writing and contained in a regular meeting notice.

Procedure

The Allocations Committee Membership and Responsibilities

The JCPC appoints a chair and vice chair as well as committee members for the Allocations Committee.

The Allocations Committee consists of no more than 20 voting members and a minimum of 6 voting members.

Any employee affiliated with any agency or organization applying for NCDPS funds is ineligible to be a Committee member.

The Allocations Committee is responsible for the following:

A. Submit an Allocations Calendar to the JCPC.
B. Provide a mandatory applicant orientation meeting for potential applicants of NCDPS funds.
C. Provide a mandatory orientation meeting for committee members in preparation for the Allocation Hearing.
D. Review funding priorities established by the JCPC plan.
E. Host an Allocation Hearing that consists of applicant presentations and a question and answer period, followed by committee member deliberation and funding recommendations.
F. Address appeals by applicants.
G. Report NCDPS funding recommendations to the JCPC for approval.

H. Report JCPC NCDPS funding recommendations to the Buncombe County Board of Commissioners. The Allocations Chair and a representative from the JCPC presents the county plan to the commissioners for their approval.

The Allocations Chair or Vice Chair is responsible for the following:

A. Develop, along with the JCPC coordinator, an RFP for NCDPS funding and ensure that it is published for 30 days prior to the application submission deadline. (see Article IX for JCPC coordinator job description)
B. Ensure that applications for NCDPS funding are received in the context of identified needs from the JCPC comprehensive strategies process.
C. Organize and conduct the Allocation Hearing.
D. Receive review and evaluate all program applications that request JCPC funds.

Minutes are taken at all Allocations Committee meetings and are made available to the Area Consultant. All meetings are open to the public. Meetings are held on an as-needed basis to facilitate the allocation process.

Allocations Committee Orientation

Committee members are required to attend an orientation meeting prior to the Allocation Hearing. At the orientation meeting, committee members receive a copy of JCPC Allocations Policies and Procedures, selected handouts from the Area Consultant, risk factors and disposition options for Buncombe County, a copy of the Request for Proposals, a list of factors to be considered in the allocation process, the monitoring results from currently-funded NCDPS projects that are reapplying for NCDPS funds, and any additional input desired by the JCPC. The committee may also receive copies of current NCDPS applications at that time.

The orientation prepares committee members for the Allocation Hearing by training members in NCDPS funding guidelines and regulations, the diversity of services and needs of the county, and any other issues they need to consider. Committee members are allowed ample time to review all materials prior to the Allocation Hearing

JCPC Application Process

NCDPS funding shall be available to public and private non-profit organizations. These organizations are required:

A) To select a Standardized Program Evaluation Protocol (SPEP) program type when applicable. (The executive committee of the JCPC will reevaluate the continued need for this requirement in FY 2020).
B) To attend the Applicant Orientation meeting.
C) To complete and submit the JCPC application, along with all supplemental materials, in NC Allies by the deadline specified on the Allocations Calendar.
D) To make an oral presentation to the Allocations Committee at the Allocation Hearing and to address any questions.

Any question or concerns regarding the application process should be addressed to the Chair of the Allocations Committee.

The Request for Proposals

Public notice of the availability of NCDPS funds is made by advertisement in the local media, through a distribution on the JCPC website, and a specific mailing to public and private non-profit agencies and organizations that are involved with high-risk youth. This advertisement includes information from the Allocations Calendar such as, the date of the JCPC Applicant Orientation meeting, the deadline for applications, and the date of the JCPC Allocation Hearing.

Applicant Orientation

All applicants must attend the applicant orientation in order to be eligible to apply for NCDPS funds. Any applicant who fails to send a representative to this session shall be deemed ineligible for NCDPS funds. The executive directors of currently funded JCPC programs will be notified in advance of the orientation meeting and attendance will be recorded. At this meeting, the NCDPS allocations process is explained and technical assistance for completing the grant applications is provided. At minimum, the following information is shared at the applicant orientation:

i. Statistical data concerning juveniles in the community, provided by the Area Consultant
ii. JCPC and NCDPS guidelines and regulations
iii. Information about JCPC
iv. The Allocation Calendar
v. NCDPS grant application
vi. Presentation guidelines
vii. Overview of court system

The JCPC Application

All applicants complete the application provided by the area consultant. All applicants must also include one copy of the information below by the application deadline:

- Statement of agency mission and goals
- Financial statement of entire agency that includes a summary of revenues and expenditures
- List of Board of Directors
- List of other services provided by the agency
- Other information if requested

All grant applications shall be certified as accurate by signature of the Program Manager. Applicants must submit the application in NC Allies by the deadline specified.

Upon receipt of the NCDPS applications, the Area Consultant shall review the applications to determine their eligibility for NCDPS funding. The Allocations Committee will screen applications which may be denied if incomplete, and will be denied if submitted after the deadline. Applicants who have submitted incomplete or late applications and have been deemed ineligible for funding will be notified. The Allocations Committee reserves the right to request additional reasonable information from any program applying for NCDPS funds, prior to the Allocation Hearing.

The Allocation Hearing

The Allocation Committee will hold an Allocation Hearing for potential applicants. The hearing is open to the public for observation. However, voting is limited to committee members. There must be a minimum of 6 voting members of the committee present before voting may commence. Committee members must declare any conflict of interest prior to the start of the Allocation Hearing. The Allocations Committee will then agree on a process to address disclosure of conflicts of interest.

At the Allocation Hearing, applicants will be given a time limit to present information about their proposals. During the time period, applicants will also be allowed to respond to questions committee members may have. Applicants will be allowed to distribute a handout and/or a brochure. At the conclusion of the question and answer period, the committee shall begin deliberation.

The Allocations Chair will direct the deliberations. During deliberations, committee members are allowed to ask applicants questions regarding their proposals. All questions for applicants can be made verbally to the committee chair. However, all requests from applicants to speak to the committee must be made in writing to the committee chair. It is at the discretion of the chair whether those requests will be heard. During deliberations, the committee will formulate a plan for the distribution of available NCDPS funds to programs by a majority vote. Preliminary voting may be done by signed paper ballots, by a show of hands, or another means established by the chair. However, the final vote must be written. Any paper ballots will be made available to the public upon request.

Approval by the JCPC Board

The NCDPS funding recommendations made by the Allocations Committee will be submitted to the JCPC for their approval. The JCPC must approve the NCDPS funding recommendations of the Allocations Committee by a majority vote. Once approved, the Allocations Chair and a JCPC representative will present the County Plan to the Buncombe County Commissioners for their final approval and adoption.

Appeals

An individual or program may appeal procedural error during any part of the application or allocation process. The right to appeal should be made known to all applicants as part of the application process. Appeals for application must be made in writing to the JCPC Chair and the

Allocations Chair within five (5) business days following the Application deadline. The Allocations Committee has the authority to render a decision on application appeals and will communicate decision to the applicant. Appeals for allocations must be made in writing to the JCPC Chair and the Allocations Chair within five (5) five business days following the Allocations Hearing. The Allocations Committee will give a notice in writing of receipt of appeal and appeal process to the applicant. The Allocation Committee will review the appeal and make recommendations to the JCPC within five (5) business days. A final decision will be rendered in writing within 30 days by the JCPC.

Procedures for Additional Funding

The JCPC Chair will notify the Allocation Committee of the availability of additional funds. The Allocation Committee will then notify all eligible applicants of additional funding and process of distribution of funds. The Committee may be reconvened to review and allocate funds.

Procedures for Discretionary Funds

The JCPC Chair will ensure all eligible applicants are aware of the availability of discretionary funds. In the interest of meeting DPS submission timelines the JCPC Chair, Allocations Chair and Allocations Vice Chair will review any requests for discretionary funds and submit a recommendation to the area consultant on behalf of the JCPC.

Procedures for Program Inventory

If a JCPC funded program has received funds to purchase equipment/inventory and then becomes a non-funded Buncombe County JCPC program then the sponsoring agency must release the equipment/inventory per JCPC Policy 9, Fiscal Accounting and Budgeting, Final Accounting Process. The JCPC Chair, the Allocations Chair and the Allocations Vice Chair will make the decision on what will happen to the equipment/inventory if the funds used are less than $2,500. If the equipment/inventory purchased was more than $2,500 then a decision will be made by the JCPC Executive Committee. Please see the policy below:

4. Transfer and Disposal of Equipment

a) Equipment no longer needed by a DPS JCPC funded program or that becomes available due to the closure of a program may be made available for use by other programs.

b) Upon recommendation of the JCPC and with the approval of DPS the County may:

i. Transfer the equipment to another DPS JCPC-funded program(s) within the County; or

ii. Transfer the equipment to another youth serving agency within the County provided the equipment is not needed by the JCPC or another DPS JCPC-funded program within the County; or

iii. Sell the property and transfer revenue to another DPS JCPC funded program(s) within the County; or

iv. Take possession of the property for use by a non-DPS JCPC funded program and provide the fair market value of the property to another DPS JCPC funded program(s) within the County.

5. Surplus or non-operative equipment shall be disposed in accordance with the County's surplus equipment policy. Any revenue thus generated shall be returned to the program for which the equipment was purchased.

6. Each DPS JCPC-funded program shall abide by its sponsoring agency's policy for capital expenditures. If no sponsoring agency policy exists, then the County government shall establish a policy and the program shall abide by the County government's policy.

$644,477	30%	1/24/2023
Anticipated Annual Allocation	**Required Local Match Rate**	**Date Advertised**

Buncombe County Juvenile Crime Prevention Council – Request for Proposals

The Juvenile Crime Prevention Council (JCPC) studied risk factors and needs of youth involved in Juvenile Court in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Dept. of Public Safety Juvenile Justice and Delinquency Prevention in the amount above to fund the program types specified below. Programs will serve court-involved youth and youth at-risk of court-involvement for the **fiscal year 2023-25** beginning on or after **July 1, 2023**. The use of these funds **require a local match** of 30%. The county can approve programs for 1 or 2 year funding awards, dependent on county approval and programs meeting all requirements.

Based on identified needed programs and possible gaps in the service continuum, the following program types will be considered for funding:

Priority 1: Restitution/Community Service	Priority 5: Interpersonal or Experiential Skills
Priority 2: Comprehensive Clinical Assessments (CCAs) / Individual or Group Counseling	Priority 6: Vocational Skills
Priority 3: Teen Court/Restorative Services	Priority 7: Substance Use Services
Priority 4: Runaway/Temporary Shelter	Priority 8: Parent / Family Skill Building
	Priority 9: Structured Day / Tutoring / Academic Enhancement / Mentoring

Proposed program services should target the following risk factors for youth involvement in the juvenile justice system: See linked *Summary Risk & Needs Report, December, 2022*

Proposed services should address the following concerns as reported in the Youth Assessment Screening Instrument (YASI) for court-involved youth:

Peer Domain: Peers/Associates (need for positive peer influence and/or need for friends/companions).

Individual Domain: Mental Health (including history of abuse and victimization); Alcohol/Drugs (Age at 1st use and support for those whom use disrupts function); Assaultive behavior; Employment and Free Time (including increasing participation in structured and unstructured activities.

Family Domain: Runaway from Home or Placement, Family Alcohol/Substance Abuse, Temporary Living Arrangements (foster care, independently or without a permanent address).

School Domain: School Attendance, School Conflict, Academic Performance, School Activities.

Applicants are being sought that are able to address items below:

1. Program services compatible with research that are shown to be effective with court-involved youth.
2. Program services are outcome-based.
3. The program has an evaluation component.
4. Awareness of and sensitivity to Racial Ethnic Disparity that exists in the County.
5. Programs are encouraged to provide effective programming that includes restorative justice practices.

Only local public agencies, 501c3 non-profit organizations and local housing authorities will be considered for funding.

Interested organizations are required to complete an online application through NC ALLIES. Application information and self-help videos are linked here and here. Private non-profits are also required to submit: 1) No Over Due Tax form, 2) DPS Conflict of Interest Statement, 3) Agency Conflict of Interest Policy, and 4) Proof of 501(c)(3) status.

Program Application Workshops (*New applicants are required to attend)*:
Tuesday, Feb. 7th from 10-11am or Wednesday, Feb. 22nd from 12:30-1:30pm on Webex.
Contact Lorraine Williams (info below) to register.

- **Application submission deadline is Wed., March 1st, 2023, by 5pm.** All applications must be submitted in NCAllies **AND** through **submitting 18 hard copies to:** Hannah Legerton, 200 College St., Suite 300, Asheville, NC 28801

- *Applicants will be required to present their proposal in an all-day Allocations Hearing on **Wednesday, March 15th**.*

For more info, please contact: JCPC Administrator, Hannah.Legerton@buncombecounty.org, 828-250-4087
NCDPS Area Consultant, Lorraine.williams@ncdps.gov, 828-405-4056 (Application technical assistance & workshop)

The deadline for receiving the application:	**3/1/2023 by 5pm**	**Submit on NCALLIES and deliver 18 copies to:** Hannah Legerton, 200 College St., Suite 300, Asheville, NC 28801

From: Hannah Legerton
To: shanon.martin@bcsemail.org; mlamb@ashevillenc.gov; Jill Banks; Sylvia Clement; angela.garner@ivayahealth.com; Suzanne Avett; Dakisha Wesley; changeagentcooper84@gmail.com; Philip Cooper; DON JOHNSON; Ciciweston; Timothy.A.Henderson@nccourts.org; susan.m.dotson-smith@nccourts.org; Ginger Clough; NatashaA@childrenfirstbc.org; D. Tyrell McGirt; probinson@haca.org; jeremy.bricker@pathways.com; MartinEKimMoore@gmail.com; redmond.angel@gmail.com; Co-Kema Hines; miranda.poe@rhanet.org; Jorge Redmond; brandonn@landofsky.org; Tyshaunjhnsn@gmail.com; Mccoy, Elizabeth B.; Beth Kraft; robin@aspirenc.org; kim@aspirenc.org; p.unlimited18@gmail.com; partnersunlimited65@gmail.com; peacenslavalley@aol.com; Karen Peerson; aileen@buncombealternatives.org; biexecutive@att.net; matt@pivotpointwnc.com; Becks Logan; programmanager@pivotpointwnc.com; sdickerson@ELIADA.org; mchamberlin@eliada.org; kshusko@eliada.org; smetcalf@ELIADA.org; Vanessa R. Conley; lorraine.williams@ncdps.gov; Tiffany Ihpenacho; Yvonne Leppi; Jess Supik; kelly@pivotpointwnc.com
Subject: FW: For Immediate Release-Investing in our Community: More than $600K in Funding Opportunities for Juvenile Crime Prevention Programs Available Now
Date: Wednesday, January 25, 2023 5:59:00 PM
Attachments: image004.png
image001.png
Buncombe JCPC FY 23-25 RFP.pdf

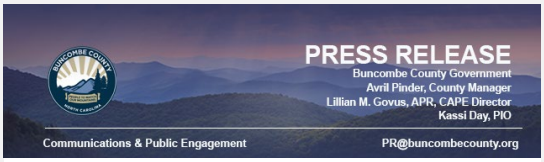
Hello JCPC,

The 2023-2025 JCPC RFP is out – please see attached and below.

Thank you!

Hannah

From: Kassi L. Day <kassi.day@buncombecounty.org>
Sent: Wednesday, January 25, 2023 3:51 PM
To: Lillian Govus <Lillian.Govus@buncombecounty.org>
Subject: For Immediate Release-Investing in our Community: More than $600K in Funding Opportunities for Juvenile Crime Prevention Programs Available Now



For Immediate Release
Jan. 25, 2023

Investing in our Community: More than $600K in Funding Opportunities for Juvenile Crime Prevention Programs Available Now

The Buncombe County Juvenile Crime Prevention Council (JCPC) is now accepting proposals for fiscal year 2023-2025. The JCPC announces the availability of small allocations totaling $644,477 in state funding for local nonprofits and public agencies working to serve youth involved in the juvenile justice system. The JCPC addresses the gaps in youth services by promoting intervention, treatment and aftercare strategies and programs which strengthen families and support community safety. **Click here for Request for Proposals (RFP)**

NC Department of Public Safety's Division of Juvenile Justice partners with JCPCs in each county to galvanize community leaders to reduce and prevent youth involvement with the juvenile justice system. The intent is to provide alternatives to youth development centers through community-based programming, treatment, counseling or rehabilitation services for youth involved in, or at risk of involvement, in the juvenile justice system.

The JCPC is seeking innovative projects designed to address identified needs in our community highlighted in the linked Summary Risk & Needs Report, December, 2022. Based on these factors and possible gaps in the Continuum of Services, the following program types will be considered for funding:

Priority 1: Restitution/Community Service	**Priority 5:** Interpersonal or Experiential Skills
Priority 2: Comprehensive Clinical Assessments (CCAs)/Individual or Group Counseling	**Priority 6:** Vocational Skills
Priority 3: Teen Court/Restorative Services	**Priority 7:** Substance Use Services
Priority 4: Runaway/Temporary Shelter	**Priority 8:** Parent/Family Skill Building
	Priority 9: Structured Day/Tutoring/Academic Enhancement/Mentoring

Important information for the grant application process:

- Program application workshops will be on **Tuesday, Feb. 7 from 10-11 a.m. or Wednesday, Feb. 22 from 12:30-1:30 p.m.** on Webex**.** NEW applicants are required to attend (prior applicants may also attend). Contact Lorraine Williams (info below) to register.
- Applications are due **Wednesday, March 1, 2023, by 5 p.m.** Application information available in the linked RFP. Applications must be submitted online in NC ALLIES and through submitting 18 hard copies to 200 College Street, Suite 300, Asheville, 28801.
- Applicants will be required to present their proposal during an all-day Allocations Hearing on **Wednesday, March 15** at 200 College Street (hybrid option available via Zoom).

For more info, please contact:

- JCPC Administrator, Hannah.Legerton@buncombecounty.org, 828-250-4087
- NCDPS Area Consultant, Lorraine.williams@ncdps.gov, 828-405-4056 (Application technical assistance & program application workshop).

Buncombe County is committed to building a healthy, safe, well-educated, and thriving community that is equitable and sustainable. Buncombe County invests in our community through eight grant programs supporting organizations working in support of the Buncombe 2025 Strategic Plan focus areas and goals. Equity, diversity, and inclusion are critical to our grants processes, and Buncombe County encourages participation from organizations led by and providing service to people of color/BIPOC individuals.

Find more information online at County Center.

###

Kassi Day
She/her
Communications & Public Engagement
(828) 250-4119 / **cell (828)** 767-3226
199 College St., Asheville, NC 28801
Respect. Integrity. Collaboration. Honesty. Equity.
Facebook • Twitter • Instagram • YouTube • LinkedIn

Justice Services Newsletter: December 2022 - February 2023

CONTACTS SENT TO 307

OPENED 49.19% 151

From: Buncombe County Justice Services <noreply@buncombecounty.org>
Sent: Monday, February 13, 2023 10:59 AM
To: Hannah Legerton
Subject: Justice Services Newsletter: December 2022 - February 2023

BUNCOMBE COUNTY JUSTICE SERVICES

To collaborate with community and justice system partners to re-imagine justice, enhance public safety, and holistically support all people impacted by the justice system.

December 2022 - February 2023

We hope this newsletter will share key information across system and community partners, and we look forward to continuing this important work in partnership with all of you. *Tiffany Iheanacho, Justice Services Director*



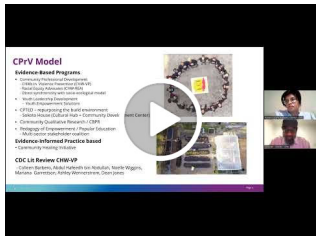


Approximately $2.5M in Funding for Community-Based Public Health Response to Violence

Justice Services is accepting proposals from a provider (or providers) to implement a community-based public health response to violence. Buncombe County has been awarded approximately $2.5 million of Office of Justice Programs and American Rescue Plan Act dollars to invest in this work over three years, and is seeking a collaborative partner(s) interested in working with the community to develop a long-term, public health approach to implement components of a community-based public-health response to violence including: Community Healing Initiative, Coalition Building and Evaluation, and Mental Health Support.

Find the full Request for Proposals here.

Technical assistance on the project will be provided by CHASM-Community Healing through Activism and Strategic Mobilization. View video below for mote details.



Funding Proposals for Juvenile Crime Prevention Programs Due March 1st

The Buncombe County Juvenile Crime Prevention Council (JCPC) is accepting proposals for fiscal year 2023-2025. The JCPC announces the availability of small allocations totaling $644,477 in state funding for local nonprofits and public agencies working to serve youth involved in the juvenile justice system. The JCPC addresses the gaps in youth services by promoting intervention, treatment and aftercare strategies and programs which strengthen families and support community safety.

The JCPC is seeking innovative projects designed to address the identified needs in our community - highlighted in the Summary Risk & Needs Report and possible gaps in the Continuum of Services.

Find the full Request for Proposals here.

Apply online at buncombecounty.org/apply. For additional information click the images above or contact Hannah Legerton, Youth Justice Division Manager, Hannah.Legerton@buncombecounty.org.

Departmental Updates



Safety + Justice Challenge: Justice Involved Women in Buncombe County

Recently, Buncombe County Justice Services and the Safety + Justice Challenge Community Engagement Workgroup hosted a special presentation and conversation on Justice Involved Women in Buncombe County: Pathways Into and Out of Jail. Representatives from the Vera Institute of Justice and the UNC Collaborative for Maternal & Infant Health presented findings from a recently published report on women jailed in Buncombe County, shared insights about the ramifications of the Dignity for Women Who are Incarcerated Act, and hosted a Q&A session for the nearly 50 community members in attendance, including District Court Judge Julie Kepple. The UNC Collaborative for Maternal and Infant Health also shared details and requirements of Dignity for Women Who are Incarcerated Act, and how it applies to all prison and jail facilities in North Carolina.

Pretrial Services Updates







Pretrial Services is working to have all coordinators NAPSA (National Association of Pretrial Services Agencies) certified by July. Several of our coordinators are already certified or are working towards re-certification. The NAPSA certification program provides national recognition to qualified pretrial practitioners and promotes the best practices in pretrial release and diversion.

Pretrial Services spent their last staff meeting of 2022 putting together care packages for individuals receiving services from the Justice Resource Center. Though the services the pretrial program provides are oftentimes dictated by court order, we wanted to take the

opportunity to show those we work with that we care and wish the best for them. Our goal is to promote the success of those assigned to pretrial services to improve individual lives and the community at-large.

Diversion Services Year in Review

Logan transitioned to the full time Felony Drug Diversion Program Coordinator. Logan became a certified MRT facilitator and has been a valuable facilitator in MRT, Anger Management and Node Link Mapping!

Nafeesah joined the Diversion Services team as the Diversion Services Case Manager serving justice involved individuals seeking assistance with wrap around services. Nafeesah resumed the JRC tradition of organizing a hiring event with 6 hiring managers present and 1 individual being hired full time!!

Hannah C. continued to build Community Diversion (which turned 1 in December!) and served 190 unique individuals in 2022. Some participants came back multiple times for support!

Kerri continues to work on becoming a certified Yoga Instructor and has completed 200 hours of training in trauma-informed Subtle Yoga and will earn her certificate in March 2023! Kerri plans to offer Subtle Yoga to treatment court participants and folks who are justice involved! Kerri also started the Unhoused Diversion Track and has successfully had the cases of 15 unique individuals dismissed!

In September, Kendra attended the CIT train-the-trainer class in Greensboro, NC.

The Diversion Services team is excited to continue serving the community in 2023!

Staffing Updates






We are pleased to announce our new team members! (Pictured left to right.)

Joei Peterson, a Florida native, joins Justice Services as a Pre-Trial Services Screener. Her Bachelor's degree is from Florida State University. She has served as a juvenile and state probation officer in Florida and a federal probation officer in Florida and Oregon. Joei recently moved from Florida to western North Carolina. She is the mother to a 13-year-old parrot named Loki. In her free time she enjoys being outdoors- hiking, homesteading and cooking. She is super passionate about permaculture- growing organic food that improves the quality of life for people, animals, and the earth.

After nearly two years with Buncombe County Health and Human Services, **Julie Ball** is happy to be returning to Pre-trial Services to work as a Screener - it's the same role she had when she first joined Pre-trial in 2020 as part of the grant-funded screener team. A graduate of UNC Asheville, Julie spent most of her career working in journalism including more than 20 years at the Asheville Citizen-Times. Julie first joined Buncombe County in 2017, working in Centralized Data Entry and then Pre-trial. Julie lives in south Buncombe County and enjoys gardening, home improvement projects (which she admittedly never seems to complete), and hiking.

Will Baxter, a native of Rock Hill, South Carolina, joins Justice Services as the Community Safety & Violence Prevention Coordinator. Will is a proud Veteran, having served 14 years in the US Navy. Will joins the Justice Services team after 9.5 years with the Buncombe County Sheriff's Office and 3.5 years with Health and Human Services. Father to four children (Kendra, Jazmin, Tevin, and Makhi) and grandfather of two (Aliyah and Amirah), Will is passionate about community service and giving our young people hope for the future. In his free time, you may find Will on the basketball court or cheering on his much loved Dallas Cowboys.

Terry Bellamy is the newly appointed Safety and Justice Challenge Equity and Inclusion Specialist. Terry is a native of Asheville, North Carolina. She graduated from the University of North Carolina at Charlotte with a Bachelor of Arts degree in English and received a

Master of Arts degree in Public Affairs and Educational Leadership Doctorate degree from Western Carolina University. Terry volunteers with the Asheville Buncombe Empowerment Resource Center, District Three of the Mud Creek Missionary Baptist Association, and Alpha Kappa Alpha Sorority, Inc.'s Gamma Gamma Omega Chapter. Terry enjoys reading and spending time with family and friends.

Professional Development

Motivational Interviewing

In December 2022, the Justice Services team began another Foundations of Motivational Interviewing- Phase 1 training . This training includes 10 individuals, currently made up of Justice Services management and staff as well as some of our FJC Partners. We are all excited that we are expanding our knowledge in learning how to use the MI skills as we are supporting our clients daily.

"If you have really practiced MI, you know the **amazing** shift that occurs when the burden of responsibility shifts from your shoulders back to the clients. You know the awesome flow that happens when a client's motivations for change are leading the way, and you are in the support/collaborator role." -Hilary Bolter, MI Center for Change founder and trainer of the course

Be looking out for more training opportunities within our department as well as our County offered trainings.



Unsubscribe

This message was sent to **Hannah.Legerton@buncombecounty.org** from **noreply@buncombecounty.org**

Buncombe County Justice Services
Justice Services
200 College Street - Suite 300
Asheville, North Carolina 28801

BUNCOMBE COUNTY
JUSTICE SERVICES

Juvenile Crime Prevention Council County Plan

Buncombe County

For FY 2023-2024

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V. County Juvenile Crime Prevention Council Request for Proposals

VI. Funding Decisions Summary

VII. Funded Programs *Program Enhancement Plan* (PEP) OR, add brief program description for any program without a PEP.

Executive Summary

The Buncombe County Juvenile Crime Prevention Council (JCPC), in fulfillment of the duties and responsibilities as set forth in the General Statutes of the State of North Carolina, has reviewed and updated this County Plan for FY 2023-2024. In 2019, House Bill 593 passed which approved an optional 1 or 2-year funding cycle for DPS JCPC funds, which is determined locally by each JCPC statewide. Also included in the HB was Raise the Age in N.C. which directs 16 & 17 years old from District Court to Juvenile Court. In order to see any new possible trends in juvenile justice data (now serving 16 & 17 year old) and to plan programming in the community accordingly, the Buncombe County JCPC approved a 2-year funding cycle. Data continues to be monitored by the JCPC annually which provides direction to which funding cycle is most beneficial to the community and Council.

The JCPC has identified the issues and factors which have an influence and impact upon youth and families who are involved in juvenile court, and those vulnerable or at-risk of juvenile court involvement in Buncombe County. Further, the JCPC has identified the strategies and services most likely to reduce/prevent behavior that could lead to court-involvement.

Monitoring and Evaluation: Each program funded in the past fiscal year by the JCPC has been monitored by the JCPC Monitoring Committee and programs were found in full compliance with DPS JCPC Policy and within the operating parameters of their budget and, providing the services as described in their program agreement. The monitoring results and program outcome evaluations were considered in making funding allocation decisions. The JCPC will continue to conduct annual implementation monitoring of its funded programs.

Priorities for Funding: Through a review of risk & needs assessment data, the Youth Assessment Screening Inventory (YASI) data and a community resource assessment, the JCPC has determined that the following services are needed to reduce/prevent youth court-involvement in Buncombe County.

Priority 1: Restitution / Community Service
Priority 2: Comprehensive Clinical Assessments (CCAs) / Individual or Group Counseling
Priority 3: Teen Court / Restorative Services
Priority 4: Runaway / Temporary Shelter
Priority 5: Interpersonal or Experiential Skills
Priority 6: Vocational Skills
Priority 7: Substance Use Services
Priority 8: Parent / Family Skill Building
Priority 9: Structured Day / Tutoring/Academic Enhancement / Mentoring

Funding Recommendations: Having advertised a Request for Proposals (RFP) for these needed services for a minimum of thirty (30) days, the JCPC has screened the submitted proposals and has determined which proposals best meet the advertised needed services. As required by statute, the JCPC recommends allocation of the NC Department of Public, Division of Juvenile Justice and Delinquency Prevention funds to the following programs in the amounts specified below for the upcoming fiscal year: (Also, see the Buncombe County Funding Plan with this report.)

1. *Teen Court (Buncombe Alternatives) $96,799
2. *Earn and Learn (Buncombe Alternatives) $207,021
3. *Kids at Work! & The Connection (Aspire – Buncombe) $105,549
4. *PIVOTPoint WNC (PIVOTPoint WNC) $84,858
5. *Buncombe Structured Day (Partners Unlimited, Inc.) $66,893
6. ^Youth Justice Clinical Program (Buncombe County Justice Services) $73,357

**Programs 1-5 were funded for 2 years. ^The Youth Justice Clinical Program is a new program and is only eligible for 1 year of funding before reapplying for additional JCPC funds.*

The JCPC further recommends that the following amount be allocated for the administrative costs of the Council for fiscal year 23-24: $10,000.

Respectfully Submitted,

Tim Henderson, Chair, Buncombe County Juvenile Crime Prevention Council

Date: 5/22/23

Buncombe County

NC DPS - Community Programs - County Funding Plan

Available Funds: $ $644,477 Local Match: $ $218,873 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/ Federal	Funds		
1	JCPC Administration	$10,000						$10,000	
2	Teen Court	$96,799			$29,600			$126,399	23%
3	Earn and Learn	$207,021			$63,400			$270,421	23%
4	Aspire Kids at Work & The Connection	$105,549			$40,073			$145,622	28%
5	PIVOTPoint	$84,858		$25,457				$110,315	23%
6	Buncombe Structured Day	$66,893			$26,762			$93,655	29%
7	Buncombe County Youth Justice Clinical Program	$73,357		$33,581				$106,938	31%
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
	TOTALS:	$644,477		$59,038	$159,835			$863,350	25%

The above plan was derived through a planning process by the Buncombe County Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2023-2024.

Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added _____

5/15/23

Chairperson, Juvenile Crime Prevention Council (Date)

check type ☐ initial plan ☐ update ☐ final

-----DPS Use Only-----

Reviewed by _____ _____
Area Consultant Date

Reviewed by _____ _____
Program Assistant Date

Verified by _____ _____
Designated State Office Staff Date

Chairperson, Board of County Commissioners (Date)
or County Finance Officer

Juvenile Crime Prevention Council Organization

FY 23-24	Name	Organization	Title
Chairperson	Tim Henderson	Public Defender's Office	Assistant Public Defender
Vice-Chairperson	Suzanne Avett	Buncombe County HHS	Attorney
Planning Committee Chair	Jeremy Bricker	Family Preservation Services	Regional Director
Planning Vice-Chair	Dakisha Wesley	Buncombe County Government	Assistant County Manager
Monitoring Committee Chair	Angel Redmond	Asheville Parks & Rec.	Program Leader
Monitoring Vice-Chair	Eric Robinson	Asheville Housing Authority	Maintenance Supervisor
Allocations Committee Chair	Jorge Redmond	Buncombe County Sheriff's Office	Attorney
Allocations Vice-Chair	Angela Garner	VAYA Health	Community Relations Regional Director

Number of members for FY 23-24: **22**

List meeting dates during the current fiscal year and identify the number of JCPC members in attendance for each.

Meeting Date	Number of Members in Attendance	Quorum Present? Yes/No
8/18/22	18	Yes
10/20/22	17	Yes
12/15/22	13	Yes
2/16/23	21	Yes
4/20/23	16	Yes
6/15/23		

RISK & NEEDS SUMMARY REPORT OF THE BUNCOMBE COUNTY JUVENILE CRIME PREVENTION COUNCIL (JCPC) PLANNING COMMITTEE DECEMBER, 2022

I. **Youth Assessment and Screening Instrument (YASI) Summary**
II. **Summary of Community Resources**
III. **Summary of Gaps and Barriers in the Community Continuum**
IV. **Proposed Priority Services for Funding**
V. **Appendix – Additional Data**

Part I. Youth Assessment and Screening Instrument (YASI) Summary

The Planning Committee reviewed aggregate data gleaned from Youth Assessment and Screening Instrument (YASI) assessments from July 1, 2021, thru June 30, 2022. This is a **new measurement tool** administered by Juvenile Court Counselors after youth are referred with a complaint alleging that a delinquent act has occurred and prior to adjudication of the youth. The YASI is an innovative youth risk assessment that measures risk, need, and protective factors in youth who are at-risk of court involvement and those involved in the juvenile justice system. The assessment addresses twelve domains: Legal History, Family, Basic Needs, School, Community and Peers, Alcohol and Drugs, Mental Health, Physical Health, Aggression, Attitudes, Skills, and Employment and Free Time.

The full YASI assessment consists of over 100 separate items useful for both predictive risk and case management, so data reported from this review consists of county-level risk factors that may be prioritized by the JCPC for RFP development, as well as for highlighting prevalent issues among court involved youth that individual programs and community-based service organizations will want to consider when working with court-involved youth in the county. The aggregate outputs from full YASI assessments are one of the data sources used by the Committee, and are the focus of summaries that follow in this document. YASI questions are framed in either a historic context (Legal History, for example), or in some cases, "current" or "prior three-months" timeframes for other, more dynamic, questions.

According to the US Census, the approximate population of youth ages 6 – 17 for Buncombe County is 33,440. During the fiscal year of 2021 – 2022, Buncombe County Juvenile Court Services staff completed 525 YASI assessments. The data provided below is based on the risk, needs and strengths that are noted at the first assessment by Juvenile Justice at intake:

General Observations and Points of Interest

There is both a pre-screen assessment and a full assessment, however in Buncombe County it is standard practice for all court-involved youth to receive the full YASI assessment at intake. This may impact the data by including more youth with low risks and needs in the full YASI assessment data set than the state, since comparable youth may have only received a pre-screen assessment in other areas of the state.

Risk Level – 62% of the 525 assessed youth exhibited low risks. This is significantly higher than the state's rate of 40%.
Needs Level – 90% of the 525 assessed youth exhibited very low to moderate needs. This is higher than the state's rate of 74%.
Strengths Level – 80% of the 525 assessed youth exhibited high or very high strengths levels. This is higher than the state's rate of 53%.

Elevated Risk and Needs:

Legal History
Q4 Felony Referrals to DJJ – 14% of the youth assessed had a felony referral. This is significantly lower than the state's rate of 36%.

Family Domain
Q2 Runaway from Home or Placement – 15% of youth reported incidents of running away. This is a decrease from 21% the previous year, but consistent with the 2 years prior of 14%. While under the NC average (22%), it is still of concern especially given gaps in community services.

Q4 Family Alcohol/Substance Abuse – 12% of the youth assessed had family members with alcohol and/or substance abuse issues compared to the state's rate of 17%. However, this is an increase from last year's 11% and the prior year's 7%.

Q6 Living Arrangements – The previous assessment tool (NCAR) data indicated that youth living in temporary residences with needs met increased from 8% in FY 19-20 to 13% in July-Dec. 2020. YASI data from 2021-22 shows 4% of youth living in foster care, independently, or without permanent address.

Q7 Parent/Custodian Supervision – 90% of youth assessed in Buncombe reported good/some supervision, while 8% of youth assessed reported some/frequently inadequate supervision, and 1% reported consistently inadequate supervision.

School Domain
Q2 School Attendance – 27% of youth assessed had 5 or more unexcused absences. This is close to the NC average of 28%.

Q3 School Conflict – YASI assessments showed higher reports of school conflict than the state. 17% Buncombe youth assessed experienced interventions by school administrators compared with 11% across the state, and 41% of youth assessed had police reports filed by school, which is significantly higher than the state average of 23%. In 2020, 56% of youth assessed had serious school behavior problems noted and 52% the year prior.

Q4 Academic Performance – 14% of youth assessed in Buncombe had C- or lower grades (same as NC %), 17% were failing some classes (NC – 18%), and 18% were failing most classes (NC – 20%).

Q12 School Activities – 39% of the youth assessed were interested in school activities but they were not involved in those activities. This is higher than the state's rate of 29%. 33% of the

youth assessed had no interest and were not involved in school activities; which is comparable to the state's rate of 32%.

Community & Peers Domain
Q1 Peers/Associates – 23% of youth assessed reported spending time with friends who have a negative influence, while 12% of youth assessed reported having no friends or companions.

Alcohol/Drugs Domain – The following data from the alcohol/drug domain represents youth who answered "Yes" to alcohol and/or drug use. Out of youth assessed for Buncombe County, 30% of youth answered "Yes" to alcohol and/or drug use. This is slightly lower than the state's rate of 38%.
Q1 Age at 1st Use – Of the youth who answered "Yes" to alcohol and/or drug use: 12% reported being under 12 years old at first use compared to 10% across the state; 82% reported first use between the ages of 12-15 compared to the state's rate of 79%.

Q1 Use Disrupts Function – 18% of the youth that answered "Yes" to alcohol and/or drug use stated that the usage disrupted their daily functions. This typically indicates that treatment is warranted. The state's rate was 27%.

Mental Health Domain – 46% of Buncombe youth assessed answered yes to having mental health problems and to being diagnosed with a mental health disorder, compared with 41% of youth assessed across the state.
Q5 History of Abuse (by a parent including biological, step, adopted, and legal guardians) – 9% of the youth assessed reported a history of physical abuse, compared with the state's rate of 10%. 10% of youth assessed reported a history of sexual abuse; higher than the state's rate of 8%.

Q6 Victimization History (by a peer or older person) – 6% of youth assessed reported experiences of sexual vulnerability.

Aggression Domain
Q1 Violence – Of Buncombe youth assessed, 4% had displayed a weapon (NC 9%), 2% had used a weapon (NC 7%), 14% had indications of bullying/threatening (NC 22%), 6% of destruction of property (NC 14%), 45% of assaultive behavior (NC 37%), and 2% of assault with a serious injury (NC 5%).

Employment and Free Time Domain
Q1 Employment – 69% of youth assessed had never been employed.

Q5 & Q6 Free Time – 21% youth assessed participated in one or more structured activities, and 28% participated in one or more unstructured activities.

Part II. Summary of Community Resources

See attached Continuum of Services.

Part III. Summary of Gaps and Barriers in the Continuum of Services

- Restitution/Community Service particularly to address the need for positive peer support and to provide diversion and restitution pathways for court-involved youth. *Currently offered through Earn and Learn, necessary service used regularly by court services and not available without JCPC funding.*
- Comprehensive Clinical Assessments (CCAs)/Individual or Group Counseling, particularly to address mental health needs, and current backlog/long wait times in CCAs; flexibility needed so that youth coming through DJJ are able to get CCAs in a timely manner while still involved with DJJ. Individual and group counseling gives additional flexibility. *Buncombe Family Justice Services Clinical Program is a new JCPC funded program starting to address CCA and counseling needs.*
- Teen Court/Restorative Services, particularly to address school conflict and the need for positive peer support (Note: Teen Court currently offered, but JCPC funded and needed).
- Runaway Shelter particularly to address needs related to incidents of running away from home or placement, history of abuse, and the need for family supervision skills. *Priority due to JCPC-funded Trinity Place Shelter closing. There are a variety of community placements utilized by DJJ to place youth when needed. Other current placements are funded by other sources other than JCPC funds.*
- Substance use services to address needs related to alcohol and drug use. Some JCPC funded programs incorporate elements of services, and limited services available in the community that are not JCPC funded.
- Parent/Family Skill Building, particularly to address histories of abuse and/or victimization, conflict in the home, and the need for family supervision skills.
- Vocational Skill building, particularly to address needs for employment and structured activities. *Currently offered through JCPC funded programs Eliada Student Training for Advancement (ESTA) and The Connection (part of Kids at Work!); these important services for DJJ involved youth in diversion program/on diversion contracts.*
- Interpersonal and experiential skill building particularly to address substance use, school conflict, the need for positive peer support, mental health needs, and conflict in the home. *Currently offered through Kids at Work, PIVOTPoint - interpersonal and experiential skill building programs are important services for DJJ involved youth in diversion programs/on diversion contracts*.
- Structured Day / Tutoring / Academic Enhancement / Mentoring particularly to address needs related to school conflict, attendance, academic performance, desire for involvement in activities. *Important services for youth after COVID. In addition to one JCPC funded program, Partners Unlimited, a number of non-JCPC funded programs offer academic tutoring and mentoring.*
- Services Addressing Problem Sexual Behavior, particularly to address history of abuse and/or victimization, and mental health needs. *TASK (Treatment Alternatives for Sexualized Kids) is still available in the community; it is now funded through a statewide contract as an Intensive Intervention Services rather than through JCPC funds.*

Part IV. Proposed Priority Services for Funding

The committee compared the services needed to address the elevated identified risks and needs with services currently available in the community. Services which are currently available in the community and sufficient to meet the needs of court involved youth or those youth most at risk for court involvement are not considered as a priority for JCPC funding. Elevated factors associated with additional gaps in preventative community services may be relevant for future program development in the county.

The priorities were determined, in part, based on ranking dispositional alternatives as top priorities, then diversion programs, and finally other needed services.

The Committee proposes that the following services in ranked order be approved as the funding priorities for FY 23-24:

Priority 1:	**Restitution/Community Service**
Priority 2:	**Comprehensive Clinical Assessments (CCAs)/Individual or Group Counseling**
Priority 3:	**Teen Court/Restorative Services**
Priority 4:	**Runaway/Temporary Shelter**
Priority 5:	**Interpersonal or Experiential Skills**
Priority 6:	**Vocational Skills**
Priority 7:	**Substance Use Services**
Priority 8:	**Parent / Family Skill Building**
Priority 9:	**Structured Day / Tutoring/Academic Enhancement / Mentoring**

Part III. Appendix – Additional Data

Overview of Juvenile Court Data – Buncombe County

The Overview of Juvenile Court Data includes information about how programs are used and the legal status of youth when referred to the Buncombe JCPC Programs.

Juvenile Demographics	2018-19	2019-20	2020-21	2021-22
Juvenile Population ages 6-17	34169	34,120	34,039	33,440
Juvenile Population ages 10-17			23,312	22,994
Juvenile Population ages 16 & 17			5,900	6,028
Juveniles seen in Intake	353	337	256	456
Juveniles Put on Diversion Plans or Contracts	176	153	131	261
Juveniles Approved for Court	161	155	125	171
Juveniles Adjudicated	93	68	77	70
Juveniles Put on Protective Supervision	34	22	15	17
Juveniles Put on Probation	46	38	61	51
Number of Detention Admissions	56	54	48	47
Number of Juveniles Committed to YDC	0	1	2	3
Number of Juveniles put on Post Release Supervision	1	1	2	2
School Based Complaints	49.30%	42.40%	21.00%	58.00%

JCPC Program Participants Legal Status at Referral to Program	2018-19	2019-20	2020-21	2021-22
Youth at Risk	37	35	15	46
Court Counselor Consultation	94	123	15	2
Intake/Diverted	106	69	35	134
Petition Filed	9	0	2	3
Deferred Prosecution	0	3	0	0
Adjudicated Undisciplined, Disposition Pending	4	0	1	0
Adjudicated Delinquent, Disposition Pending	7	3	3	1
Protective Supervision	13	2	0	0
Probation	49	24	32	14
Committed	0	0	0	0
Post Release Supervision	0	0	0	0
Continuation Services	2	0	0	1
Interstate Compact	0	0	0	0
Total	321	259	321	201

Buncombe Program Admissions by Legal Status 21-22

Program Name	Court Counselor Consultation	Youth at Risk	Intake/ Diverted	Petition Filed	Adjudicated	Probation	Protective Supervision	Referred from District Court	Interstate Compact (ICJ)	Continuation Services	Committed	Total
Barium Springs - TASK			1		1	1						3
Buncombe Structured Day		2	5	1						1		9
Trinity Place		15	10	1								26
Teen Court		11	45									56
Earn and Learn			33			10						43
Aspire - The Connection		2	8			1						11
Aspire -Kids at Work!		5	16									21
Eliada Student Training for Advancement	2	7				1						10
PIVOTPoint WNC		4	16	1		1						22
Total	**2**	**46**	**134**	**3**	**1**	**14**	**0**	**0**	**0**	**1**	**0**	**201**

	BUNCOMBE COUNTY	III. Continuum of Services- At A Glance Updated December 2022[1]						
JCPC FUNDED AVAILABLE IN COMMUNITY AVAILABLE, FUNDED BY DPS AVAILABLE, BUT HARD TO KEEP IN COMMUNITY SERVICES NEED TO BE EXPANDED AVAILABLE- DIFFICULT TO ACCESS NEEDED- NOT AVAILABLE		Comprehensive Strategy						
		Prevention		Graduated Sanctions				
		Target Populations						
Program Services and Structures Categories	Program Types	Individual Programs	All Youth	Youth at Greatest Risk	Pre-Adjudicated Youth (Diverted)	Delinquent- Level I and Protected Supervision	Delinquent- Level II Youth	Delinquent- Level III Committed Youth	Post Release Youth
Structured Activities	Mentoring	Big Brothers/Big Sisters							
		My Daddy Taught Me That[2]							
		My Sistah Taught Me That							
		One Youth at a Time[3]							
		Open Doors							
		Journeymen							
		Youth Transformed for Life (YTL)[4]							
		Word on the Street/ La Voz de les Jóvenes[5]							
		Mentoring and Nurturing Our Students (M.A.N.O.S), UNETE[6]							
		Umoja HOPE 4 the Future[7]							
	Parent/Family Skills	MotherLove YWCA[8]							
		Project NAF[9]							
		SistasCaring4Sistas[10]							
		MAHEC Ob-Gyn: Teen Services, Substance use disorder treatment for							

		pregnant and parenting people, Centering Pregnancy[12]							
		Circle of Security Parenting Classes – Buncombe Partnership for Children[13], Buncombe HHS, Verner Early Learning Center							
		Helpmate[14]							
		SPARC Family Visitation and Parent Coaching Program							
		Triple P: Positive Parenting Program[15]							
		Nurse Family Partnership[16]							
		Mission Children's Family Support Network							
		First Resource Center for people of all ages with disabilities[17]							
		VA Group for Vets with children							
		Verner Early Learning Center[18]							
		Christine Avery Early Learning Center							
		ABCCM Transformation Village							
		Blue Ridge Healthy Families – Buncombe[19]							
		Mother to Mother @ Pisgah View Apartments							
		De Mujer a Mujer, UNETE[20]							
		Children First Familiy Resource Centers @ Emma and Estes Elementary[21]							
	Interpersonal Skills	Helpmate[22]							
		Mountain Child Advocacy Center, school based programming							

		Our Voice[23]							
		PIVOTPoint WNC[24]							
		ASPIRE Kids At Work							
		Resources for Resilience Community programming							
		Light a Path[25]							
		Resources for Resilience[26]							
	Experiential Skills	Parks and Rec with Buncombe County and City of Asheville[27]							
		Girls on the Run[28]							
		Muddy Sneakers							
		Asheville City Schools Foundation[29]							
	Tutoring/ Academic Enhancement	Partners Unlimited- Structured Day Program[30]							
		Hillcrest Enrichment Program[31]							
		Read to Succeed [32]							
		Youthful HAND[33]							
		OpenDoors of Asheville[34]							
		Asheville Middle School After School- In Real Life[35]							
		Afterschool programs (Asheville Parks and Rec, YMCA, YWCA, Salvation Army, Boys and Girls Club)[36]							
		Buncombe County Schools McKinney Vento Tutoring							
		Community Schools Homework Diners: • Asheville Middle • Enka Middle • Owen Middle							

		• Erwin Middle • A.C. Reynolds Middle • North Buncombe • Asheville High/SILSA							
		Delta House Life Development at Asheville Middle[37]							
		Children First/Communities in Schools Learning Center Program at Pisgah View and Woodridge[38]							
		Bright Ideas through Isaac Dickson							
		Youth Transformed for Life (YTL)[39]							
		Marvelous Math Club[40]							
		One Youth at a Time[41]							
	Vocational Skills	ASPIRE- Kids at Work, The Connection *(music)*[42]							
		ELIADA Student Training Assessment - ESTA							
		Goodwill Youth Resources and Opportunities[43]							
		Mountain Area Workforce Development Board, NEXTGEN[44]							
		Job Corps[45]							
		Green Opportunities[46]							
		United Community Development Youth Trades Program							
Restorative Services	Restorative Practices	United Way RP Trainings w/Asheville City and Buncombe County Schools[47]							
	Mediation	Mediation Center[48]							
	Restitution	Earn and Learn[49]							

	Teen Court	Teen Court[50]							
Community Day Programming	Structured Day	Schools Day Treatment – provided by A Caring Alternative *available for Buncombe County Schools* (Woodfin Elementary, Owen Middle, Buncombe Community High Pass Program)[51]							
		Eliada Academy[52]							
		Partners Unlimited Structured Day Program							
		Long term suspension activities							
		Summer activities and camps[53]							
Assessment Services	Clinical Assessment	Juvenile Justice Treatment Continuum (JJTC)							
		Comprehensive Evaluation of Sexual Harm (CESH) /Children's Hope Alliance							
		Family Preservation							
		Youth Villages							
		RHA							
		Caring for Children- Comprehensive Clinical Assessment[54]							

		Grandis Evaluation Center[55]							
		ACAPS							
		Access Family Services							
		Carolina Pediatrics							
		MAHEC							
		Western Area Multipurpose and Assessment							
Crisis Stabilization & Assessment	Facility Based Crisis Center	Caiyalynn Burrell Child Crisis Center[56]							
	Psychiatric Acute Care Inpatient Hospital	Copestone							
Clinical Treatment	Counseling	Members of JJTC							
		RHA							
		Family Preservation							
		Equine assisted psychotherapy[57]							
		Caring for Children- The Caring Clinic							
		Blue Ridge Treks							
		Mountain Child Advocacy Center							
		MAHEC							
		Access Family Services							
		ACAPS							

		Carolina Pediatrics							
		Blue Ridge Health							
		Next Chapter Counseling Services – for Asheville City Schools							
		All Souls Counseling							
		Open Path							
		Asheville Counseling and Wellness							
	Home Based Family Counseling	AMI Kids Functional Family Therapy[58]							
		RHA- Intensive In Home (IHH)							
		Family Preservation- Intensive In-Home (IIH)							
		Access- Intensive In-Home (IIH)							
		Youth Villages Intercept and MST[59]							
		SPARC Family Centered Treatment							
	Crisis Counseling	School Counselors and School Social Workers at Buncombe County and Asheville City[60]							
		RHA Mobile Crisis Team							
		Vaya LME/MCO[61]							
	Substance Use Disorder Treatment	Substance Use Disorder MST-Youth Villages							
		Substance Use Disorder - RHA/FPS							
		Substance Use Disorder residential services[62] (also under Residential – called CASP programs)							
		Family Preservation Services – Healthy Transitions (for 16+)							

	Treatment for Sexualized Youth	Children's Hope Alliance- TASK (Treatment Alternatives for Sexualized Kids)							
Residential	Temporary Shelter								
	Runaway Shelter								
	Specialized Foster Care	Children's Hope Alliance[63]							
	Therapeutic Foster Care	Family Preservation Community Services							
		Caring for Children- Therapeutic Foster Care							
		Brandi Nichole Family Enrichment Center							
		Davidson Homes							
		Eliada- Therapeutic Foster Care							
		Access Family Services							
		Bair Foundation							
	Temporary Foster Care	Eliada- Temporary Foster Care							
	Respite Care Homes (30 days or less)	Care Haven w/Caring Alternatives							
		Interlude w/Brandi Nichole							
	Group Home	Macon County Multipurpose Group Home/Secure Detention							

		Western Area Multipurpose Juvenile Crisis and Assessment Center[64]							
	Other- Out of Home Care	Substance Abuse residential services[65]							
		Eckerd Short Term residential for males- Level II							
		Eckerd Girls Academy at Kerr Lake Short Term residential for females- Level II							
		Craven House Transitional Living Program[66]							
		Timber Ridge[67]							
		Solstice East[68]							
	Other- Mental Health Residential	Level II residential- Medicaid only							
		Level III residential- Medicaid only							
		Level IV residential- Medicaid only							
		Psychiatric Residential TX Facility- MA only							

[1] The purpose of the Continuum is to document the services available for youth in the community under the DJJDP framework for JCPC fundable programs. The Continuum can and should be updated throughout the year as services become available, expanded, or discontinued.

[2] My Daddy Taught Me That serves youth in grades 6 - 12, ages 10-19, and is developing an ambassador program for young adults. The program serves many kids in public housing but is not limited to public housing residents. The mission is to assist in the development of young males into Righteous, Respectable and Responsible Men through empowerment, education and support.

[3] One Youth At A Time, Inc. Levonia C. Ray, oyaat2@aol.com, M: 828-776-1721

[4] YTL's G.R.A.C.E. for Teens Afterschool, Summer Camp, G.R.A.C.E for R.O.S.E.S/M.O.S.S, YTL G.R.A.C.E for Girls Elementary, YTL G.R.A.C.E for Boys, and YTL G.R.A.C.E for Teens Advocacy and Outreach programs were created to assist disadvantaged youth in reaching and exceeding their personal, educational, and professional goals by equipping them with effective communication skills; supporting and advocating for them in the school system; investing time and resources, and creating experiences that will enhance their self-worth and improve their vision for the future. http://ytltraining.org/programs/

[5] Word on the Street/La Voz de les Jóvenes is a program that centers the leadership and creativity of black and brown teens, through arts-based programming and opportunities for participants to develop healthy relationships with peers and mentors, while working to make a difference in their community using their voices, talents and imaginations.
[6] To encourage Latino youth to consider a path to college and careers, this program was created in 2009 and continues to provide a safe space for students and their parents to cultivate a culture of academic achievement, social engagement, and community accountability. https://unetenc.org/
[7] Umoja's HOPE (Healing Our Past Experiences) 4 the Future is a free after school and summer camp for school aged children and teens. https://www.umojahwj.org/programs
[8] MotherLove YWCA is for pregnant and parenting teens, to help support them staying in school, having access to higher education and vocational training, develop skills needed for strong parenting, and delay another pregnancy. YWCA provides MotherLove to each high school. MortherLove provides additional case management services and group meeting in order to encourage the student to stay in school and graduate. Sonia Kay, MotherLove Coordinator, 828.254.7206 x 205, motherlove@ywcaofasheville.org.
[9] Nurturing Asheville and Area Families is a program offered through the Mount Zion Community Development Program, and supported by NC Dept of HHS and Buncombe County. Programs offered include prenatal and postnatal support, coordination of childcare and transportation, perinatal smoking cessation, breastfeeding, and empowerment plan; Belinda Grant is the contact at 776-1427.
[10] Sistas Caring 4 Sistas is a community-based doula program founded by women of color for women of color who could benefit from this evidence-based form of birth support. https://www.sistascaring4sistas.org/
[12] MAHEC provides comprehensive patient-centered obstetrical and gynecological care including working with adolescents, substance use disorder treatment, and high-risk pregnancies: https://mahec.net/obgyn/index
[13] Circle of Security™ Parenting is an opportunity to join other parents for an 8-week class to strengthen parent-child relationships, through interventions which focus on helping caregivers reflect upon children's attachment needs in order to promote secure attachment with a child. Who Should Attend: Parents/ caregivers of young children, 2 months – 6 years, https://buncombepfc.org/for-families/circle-of-security/
[14] Helpmate offers “Talking with Your Teens”, a workshop focused on teaching parents how to identify signs of abusive relationships and support their teens in cultivating healthy relationships.
[15] Triple P Positive Parenting Program is an evidence-based program that gives parents the skills they need to build strong family relationships, manage misbehavior and prevent problems happening in the first place. Offered through groups and seminars. Contact: (828) 257-4456; triplep@mahec.nettriplep@mahec.net.
[16] Connie Roberts is the contact at 250-5072.
[17] FIRST offers comprehensive services to children, youth and adults with disabilities or at risk of disabilities, young children with a variety of mental wellness and the people who love and support them. We connect the dots between families, schools, and government agencies to create the best network of support around each of our clients. First provides outpatient therapy and many other programs: https://firstwnc.org/circle-of-parents/
[18] https://www.vernerearlylearning.org/local-parenting-resources.html
[19] BRHF is a free, voluntary program designed for families that are expectant or have recently delivered a new baby. We seek to provide empathic support that serves to assist families in developing nurturing and responsive parent-child relationships. Highly trained and qualified family support specialists (home-visitors) partner with families to guide their parenting practices, respond to their individual needs, and establish family goals all within the context of child-centered services. https://www.facebook.com/BRhealthyfamilies/
[20] This a grassroots volunteer-based community group founded in 2016 by Latino women as result of focus groups and collaboration between Children First/CIS and Mountain Area Health Education Center (MAHEC) De Mujer A Mujer NC (DMAM) believes in creating a culture which supports women and their families in achieving a comprehensive well-being through equity, solidarity and empowerment. https://unetenc.org/

[21] Family Resource Centers at Emma and Estes support families access to resources through a food pantry, SNAP applications, emergency financial assistance, community referrals, and parent workshops. https://childrenfirstcisbc.org/familyresourcecenters/
[22] Helpmate offers both single- and multi-session Youth Prevention Education programming about healthy dating and dating abuse prevention to youth ages 12-18 in public and private schools, youth groups and summer camps.
[23] Our Voice is an organization with a mission of preventing sexual violence and providing outreach. Youth programs include a 90 minute Dating and Communication Program for middle and high school students; an 11-week "Climbing Toward Confidence" girls empowerment program for 7th-8th grade girls; and an interactive theater program for teens and college students.
[24] PIVOTPoint WNC, JCPC funded FY20/21, Matthew Mannis 828-748-8424
[25] Light a Path (LAP) offers yoga/fitness instruction for youth, the incarcerated, the unhoused, and those in recovery at community partner locations. Volunteers are trained in racial justice, physical responses to trauma, and trauma-informed wellness. https://www.ywcaofasheville.org/light-a-path/ Contact: Erika Bowman, lightapath@ywcaofasheville.org, 828-254-7206 x 229.
[26] https://resourcesforresilience.com/
[27] Buncombe County Parks, Greenways, and Recreation is 250-4260. Asheville Parks and Rec is 259-5800.
[28] Girls on the Run is a confidence skills building program that helps girls build healthy lifestyles. The program is for 10 weeks afterschool for 3rd-5th graders, and a new program, Heart and Sole, continues for girls in middle school. Activities at the following schools: Averys Creek, Black Mtn Primary, Black Mtn Elementary, Claxton, Estes, Glen Arden, Hall Fletcher, Hominy Valley, Invest Collegiate, Ira B. Jones, Isaac Dickson, Leicester, NB, UNC A, Oakley Elementary, and Vance. Contact (828) 713-4290, https://www.gotrwnc.org/
[29] Asheville City Schools Foundation offers experiential opportunities through the In Real Life Program, or through teacher led opportunities during the school day that the Foundation funds. Kate Pett, Executive Director, 350-6134.
[30] Partners Unlimited is open and accepting Buncombe County/Asheville City school students for Credit Recovery and Long Term Suspension with the approval of the home school. Transportation not available outside city limits. Transportation may be an issue in serving outside the City schools. Anderson Davis, Director, 216-5326. Targets at risk youth 10-18. For students long or short term suspended, or credit recovery.
[31] Hillcrest operates an Enrichment Program run by Lilian Butler. Main focus is homework assistance but they strive to place an emphasis on developing social skills and computer skills for kids grade K-6, M-F 2:30-5:00. Also operates a summer Enrichment Program from 9-5 that focuses on arts, culture, environmental awareness, and contains an educational component. Participants are public housing residents with program emphasizing Tutoring/Academic Enhancement as well as Interpersonal Skills. No adjudicated youth participating in the program. After school homework assistance program, kindergarten through fifth M-F. The contact number is 252-6376.
[32] Read to Succeed serves youth Kindergarten through 3rd grade. They work with youth who test below expected grade ready level, and are referred by their schools for tutoring with trained volunteers. Most are from low income homes. Currently, offered in six BC elementary schools: Johnston, Candler, Haw Creek, Woodfin, Oakley and Estes; and ACS elementary schools. Contact 828-747-2277.
[33] Youthful Hand, Housing Against Narcotics and Drugs (HAND) at Hillcrest Community Center, run by Elinor Earles. Enrichment and academic program that works with 5-12 year olds after school and in summer. 3-5:30 after school and summer 9-5:30. Contact number is 257-2711.
[34] Open Doors is a local program primarily for youth academic enhancement, but also with individualized education and enrichment opportunities for youth that enhance lifelong social, emotional, cognitive and physical skills. There are three levels of programming for youth, including community level programming, tier 2 programming, and intensive. Serves birth-12th grade.
[35]Asheville Middle School – In Real Life, IRL is a diverse and engaged network of Service Providers who remove barriers and serve the Social-Emotional and academic needs of Asheville City students. IRL provides transportation, healthy snacks, and integrated support for students during the school day, and wrap-

around services for disadvantaged families. IRL programs are fun, hands-on, and high quality. Each year IRL offers over 80 programs in STEM, Health and Wellness, and Humanities. Tiffany Debellott and Brian Randall are the Co-Directors 828-350-6270.

[36] Contact at YMCA is Angel Chandler at 210-5053. Contact at YWCA is Cici Weston at 254-7206. Contact at Salvation Army Boys and Girls Club is James Lee at 255-0266, 202. For Asheville Parks and Rec, contact Amy Pruett at 254-6542.

[37] LEAAP for Success (Learning through expanded Academics and Arts Program) Community Learning Center is an after-school program of Delta House Life Development of Asheville, Inc. The program provides a safe learning environment and high quality hands on learning opportunities for students in grades 6-12 who are at high risk of not achieving in and out of school. Students served live in poverty and they attend free. The program provides academic support such as homework help, tutoring, and developing skills. Students participate in cultural and social enrichment activities such as arts and crafts, jazz band, health/nutrition, field trips, mentoring, Social Graces, visual arts; positive prevention/intervention and awareness activities such as alcohol, bullying, drugs, gambling, and uses social-emotional growth. Students attend the program Monday thru Thursday from 3:30pm – 6:15pm. Delta House facility is located at 218 South French Broad Avenue, Asheville, NC 28801, across the street from Asheville Middle. Shirley Whitesides is the program director at 254-6804 (office) and 230-9192 (cell); email deltahse218@deltahouse21stcentury.com, website: www.deltahouseleeap21stcentury.com

[38] Children First/Communities in Schools Learning Centers are safe haven afterschool programs that provide homework help, enrichment activities (like soccer, dance and yoga) and a healthy snack to children in grades K-5 living in vulnerable communities. Free of charge to families living in public housing/low income communities of Pisgah View and Woodridge Apartments. A summer camp program is also being offered. Barbara Norton is the Director at barbaran@childrenfirstbc.org. Serves 40 k-5th graders.

[39] YTL's G.R.A.C.E. for Teens Afterschool, Summer Camp, G.R.A.C.E for R.O.S.E.S/M.O.S.S, YTL G.R.A.C.E for Girls Elementary, YTL G.R.A.C.E for Boys, and YTL G.R.A.C.E for Teens Advocacy and Outreach programs were created to assist disadvantaged youth in reaching and exceeding their personal, educational, and professional goals by equipping them with effective communication skills; supporting and advocating for them in the school system; investing time and resources, and creating experiences that will enhance their self-worth and improve their vision for the future. http://ytltraining.org/programs/

[40] https://www.facebook.com/marvelousmathclub/about

[41] One Youth at a Time serves 8-18 in Buncombe County and Asheville City Schools providing afterschool tutoring and mentoring. Contact Robbie Williams at 281-0208.

[42] Kids at Work provides interpersonal skills in an after school program led by a chef and a therapist, designed to help kids (ages 12-17) learn the technical skills of cooking while building better methods of communication. Kim Castano 226-5533

[43] Opportunities for job readiness training, paid work experience, communication skills, individual career plans, assistance in getting diploma and access to other resources. 828-298-9023 ext. 11167

[44] The WIOA Youth Program, NEXTGEN, provides training and development services to eligible individuals ages 16-24. The major focus of the program is to connect in-school and out-of-school youth to career readiness, career guidance, remediation, community resources and employment and training opportunities. The NEXTGEN Program provides skills necessary to gain and retain employment, directs individuals to careers that are in demand and promotes employment advancement to become self-sufficient. Participants receive one-on-one assistance from a Career Advisor that creates a service strategy to obtain career goals. https://www.mountainareaworks.org/youth-services/

[45] Based in Brevard but will accept Buncombe referrals, then provide residential services and training; do not serve youth on probation. Schenck Job Corps Civilian Conservation Center supports the Job Corps program's mission to teach eligible young people the skills they need to become employable and independent and place them in meaningful jobs or further education. https://schenck.jobcorps.gov/

[46] Green Opportunities, 398-4158

[47] United Way is partnering with Asheville City and Buncombe County Schools to offer free Restorative Practices trainings to school and community partners. For info on schools integrating RP visit https://www.unitedwayabc.org/united-youth-network; to sign up for RP training contact Kyle.Garrett@united.way.org.

[48] Family Mediation is offered for free for conflict for families and the youth in the family; Mediation Center, Laura Jeffords, ED, 828-251-6089
[49] Buncombe Alternatives, Karen Peerson, ED, 828-776-0173
[50] Buncombe Alternatives, Karen Peerson, ED, 828-776-0173
[51] Requires application; Project Access has limited number of spaces.
[52] Eliada Academy can serve children and teens in grades 1st-8th in their day tx. Their Level 3 residential is also open for kids 11-17. Eliada also has autism specialty.
[53] Including Eliada summer camps, Partners Unlimited, YMCA, YWCA, Sheriff's Department On Track, and Parks and Rec camps.
[54] CCA is a thorough biological-psychological-social evaluation tool which is required by the state in order to access specific types of services funded by Medicaid and other third party funders. Services must be authorized through Western Highlands or Value Options.
[55] Grandis Evaluation Center serves youth ages 3 and up.
[56] The Caiyalynn Burrell Child Crisis Center (CBCCC) Facility-Based Crisis Service for children and adolescents, ages 6-17, is a service that provides an alternative to hospitalization for an eligible child or adolescent who presents with escalated behavior due to a mental health, intellectual or development disability or substance use disorder and requires treatment in a 24-hour residential facility. CBCCC is an indirect, intensive short term, medically supervised service provided in a physically secure setting, that is available 24 hours a day, seven days a week, 365 days a year. Phone: 877.277.8873; Fax: 828.505.0366
[57] Horse Power is available to individuals and groups upon request
[58] DPS funded some Level I Adjudicated high risk youth, and Level II
[59] Youth Villages Multi Systemic Therapy offers intensive in home services for youth ages 12-17. Suited for youth with emotional and behavioral disorders, physical or sexually abused, substance abuse, suicidal ideation or attempt.
[60] In Buncombe County Schools, the Crisis Response Team (CRT) provides students crisis assistance in dealing with trauma, grief, or loss. In Asheville City Schools, counselors provide counseling in prevention, crisis, and conflict resolution.
[61] Crisis number at Vaya Health LME/MCO is 1800-849-6127
[62] Temporary Therapeutic Foster Care, Swain Center, Strategic Behavioral PRTF, and Heading in the Right Direction Level II MH as separate programs in Continuum. CASP Program- some services in Winston Salem.
[63] Children's Hope Alliance Therapeutic foster care for sexualized youth, Level I and II
[64] The Juvenile Crisis and Assessment Center has four beds for youth who have been detained by the state and are waiting to see a judge, and another five beds for youth who need crisis intervention
[65] Deleted Temporary Therapeutic Foster Care, Swain Center, Strategic Behavioral PRTF, and Heading in the Right Direction Level II MH as separate programs in Continuum. CASP Program- some services in Winston Salem.
[66] For 6-12 months
[67] Timber Ridge is a wilderness camp that accepts Medicaid, and is located in the middle of state.
[68] Solstice East is a residential treatment center that helps teens solve issues like trauma, loss, grief, drug addiction, behavioral problems, depression, anxiety, and mood disorders. Solstice East works with young women ages 14-18, outside Asheville, NC. Equine, individual, group, family, milieu, and psychiatric services.

$644,477	30%	1/24/2023
Anticipated Annual Allocation	**Required Local Match Rate**	**Date Advertised**

Buncombe County Juvenile Crime Prevention Council – Request for Proposals

The Juvenile Crime Prevention Council (JCPC) studied risk factors and needs of youth involved in Juvenile Court in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Dept. of Public Safety Juvenile Justice and Delinquency Prevention in the amount above to fund the program types specified below. Programs will serve court-involved youth and youth at-risk of court-involvement for the **fiscal year 2023-25** beginning on or after **July 1, 2023**. The use of these funds **require a local match** of 30%. The county can approve programs for 1 or 2 year funding awards, dependent on county approval and programs meeting all requirements.

Based on identified needed programs and possible gaps in the service continuum, the following program types will be considered for funding:

Priority 1: Restitution/Community Service	Priority 5: Interpersonal or Experiential Skills
Priority 2: Comprehensive Clinical Assessments (CCAs) / Individual or Group Counseling	Priority 6: Vocational Skills
Priority 3: Teen Court/Restorative Services	Priority 7: Substance Use Services
Priority 4: Runaway/Temporary Shelter	Priority 8: Parent / Family Skill Building
	Priority 9: Structured Day / Tutoring / Academic Enhancement / Mentoring

Proposed program services should target the following risk factors for youth involvement in the juvenile justice system: See linked *Summary Risk & Needs Report, December, 2022*

Proposed services should address the following concerns as reported in the Youth Assessment Screening Instrument (YASI) for court-involved youth:

Peer Domain: Peers/Associates (need for positive peer influence and/or need for friends/companions).

Individual Domain: Mental Health (including history of abuse and victimization); Alcohol/Drugs (Age at 1st use and support for those whom use disrupts function); Assaultive behavior; Employment and Free Time (including increasing participation in structured and unstructured activities.

Family Domain: Runaway from Home or Placement, Family Alcohol/Substance Abuse, Temporary Living Arrangements (foster care, independently or without a permanent address).

School Domain: School Attendance, School Conflict, Academic Performance, School Activities.

Applicants are being sought that are able to address items below:

1. Program services compatible with research that are shown to be effective with court-involved youth.
2. Program services are outcome-based.
3. The program has an evaluation component.
4. Awareness of and sensitivity to Racial Ethnic Disparity that exists in the County.
5. Programs are encouraged to provide effective programming that includes restorative justice practices.

Only local public agencies, 501c3 non-profit organizations and local housing authorities will be considered for funding.

Interested organizations are required to complete an online application through NC ALLIES. Application information and self-help videos are linked here and here. Private non-profits are also required to submit: 1) No Over Due Tax form, 2) DPS Conflict of Interest Statement, 3) Agency Conflict of Interest Policy, and 4) Proof of 501(c)(3) status.

Program Application Workshops (*New applicants are required to attend)*:
Tuesday, Feb. 7th from 10-11am or Wednesday, Feb. 22nd from 12:30-1:30pm on Webex.
Contact Lorraine Williams (info below) to register.

- **Application submission deadline is Wed., March 1st, 2023, by 5pm.** All applications must be submitted in NCAllies **AND** through **submitting 18 hard copies to:** Hannah Legerton, 200 College St., Suite 300, Asheville, NC 28801

- *Applicants will be required to present their proposal in an all-day Allocations Hearing on **Wednesday, March 15th**.*

For more info, please contact: JCPC Administrator, Hannah.Legerton@buncombecounty.org, 828-250-4087
NCDPS Area Consultant, Lorraine.williams@ncdps.gov, 828-405-4056 (Application technical assistance & workshop)

The deadline for receiving the application:	**3/1/2023 by 5pm**	**Submit on NCALLIES and deliver 18 copies to:** Hannah Legerton, 200 College St., Suite 300, Asheville, NC 28801

Funding Decision for:	**FY** 2023-2024	Date Completed:	5/12/2023
Program(s) Funded	**Select 1-year or 2-year funding and reason(s) for Funding**		**(Check all that apply)**
Teen Court (Buncombe Alternatives)	☒ 2-year Funding approved for FY2023-2024 and 2024-2025 OR ☐ 1-year Funding approved for FY **Rationale for 2-year Funding approval**: ☒ Funded in past years ☒ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☒ Favorable JCPC monitoring ☒ In compliance with Consultant Monitoring ☒ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☒ Provides an essential dispositional option, explain: ☒ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☒ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☒ Has evaluation component ☒ Addresses parental accountability ☒ Addresses use of alcohol/controlled substances ☐ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other		
Earn and Learn (Buncombe Alternatives)	☒ 2-year Funding approved for FY2023-2024 and 2024-2025 OR ☐ 1-year Funding approved for FY **Rationale for 2-year Funding approval**: ☒ Funded in past years ☒ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☐ Favorable JCPC monitoring ☒ In compliance with Consultant Monitoring ☒ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☒ Provides an essential dispositional option, explain: Restitution ☒ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☒ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☐ Has evaluation component ☒ Addresses parental accountability ☐ Addresses use of alcohol/controlled substances ☒ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other		
Kids at Work! & The Connection (Aspire – Buncombe)	☒ 2-year Funding approved for FY2023-2024 and 2024-2025 OR ☐ 1-year Funding approved for FY **Rationale for 2-year Funding approval**: ☒ Funded in past years ☒ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☒ Favorable JCPC monitoring ☒ In compliance with Consultant Monitoring ☒ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☒ Provides an essential dispositional option, explain: ☒ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☒ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☒ Has evaluation component ☒ Addresses parental accountability ☐ Addresses use of alcohol/controlled substances ☐ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other		
PIVOTPoint WNC (PIVOTPoint WNC)	☒ 2-year Funding approved for FY2023-2024 and 2024-2025 OR ☐ 1-year Funding approved for FY **Rationale for 2-year Funding approval**: ☒ Funded in past years ☒ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☒ Favorable JCPC monitoring ☒ In compliance with Consultant Monitoring ☒ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☒ Provides an essential dispositional option, explain: ☒ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☒ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☒ Has evaluation component ☒ Addresses parental accountability ☒ Addresses use of alcohol/controlled substances ☐ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other		

Buncombe Structured Day (Partners Unlimited, Inc.)	☒ 2-year Funding approved for FY2023-2024 and 2024-2025 OR ☐ 1-year Funding approved for FY **Rationale for 2-year Funding approval**: ☒ Funded in past years ☒ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☒ Favorable JCPC monitoring ☒ In compliance with Consultant Monitoring ☒ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☒ Provides an essential dispositional option, explain: ☒ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☐ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☒ Has evaluation component ☒ Addresses parental accountability ☒ Addresses use of alcohol/controlled substances ☐ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other
Youth Justice Clinical Program (Buncombe County Justice Services)	☐ 2-year Funding approved for FY and OR ☒ 1-year Funding approved for FY2023-2024 **Rationale for 2-year Funding approval**: ☐ Funded in past years ☐ In good standing with county/JCPC and DPS (following PA, timely reports, reporting to JCPC as requested) ☐ Favorable JCPC monitoring ☐ In compliance with Consultant Monitoring ☐ Quality of Service Assessment (QOS) rating is min 70% (min. score of 14) OR progress made on PEP in QOS. ☐ Provides an essential dispositional option, explain: ☐ Meets target population as described in Program Agreement (*number served, and described target population*), with minimal exceptions (i.e. less than 10% variance) ☒ Meets funding priority ☒ Compatible with research ☒ Cost efficient ☒ Addresses reductions of complaints, violations of supervision & convictions ☒ Has evaluation component ☒ Addresses parental accountability ☒ Addresses use of alcohol/controlled substances ☐ Addresses restitution to victims ☐ Addresses gang participation ☒ Would increase funding to this service if funds were available ☐ Other Other
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Program Not Funded	Reason for Not Funding (Check all that apply)
	☐ Lack of funding, addresses priority need and would fund if resources allowed ☐ Does not meet funding priority ☐ Not compatible with research ☐ Lesser quality than another program funded of its type ☐ Greater cost than program of same type and quality ☐ Other ☐ Other
	☐ Lack of funding, addresses priority need and would fund if resources allowed ☐ Does not meet funding priority ☐ Not compatible with research ☐ Lesser quality than another program funded of its type ☐ Greater cost than program of same type and quality ☐ Other ☐ Other
	☐ Lack of funding, addresses priority need and would fund if resources allowed ☐ Does not meet funding priority ☐ Not compatible with research ☐ Lesser quality than another program funded of its type ☐ Greater cost than program of same type and quality ☐ Other ☐ Other
	☐ Lack of funding, addresses priority need and would fund if resources allowed ☐ Does not meet funding priority ☐ Not compatible with research ☐ Lesser quality than another program funded of its type ☐ Greater cost than program of same type and quality ☐ Other ☐ Other
	☐ Lack of funding, addresses priority need and would fund if resources allowed ☐ Does not meet funding priority ☐ Not compatible with research ☐ Lesser quality than another program funded of its type ☐ Greater cost than program of same type and quality ☐ Other ☐ Other
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Program Enhancement Plan

Program:	**Buncombe County Teen Court**
Brief Description:	Teen Court is a diversion from juvenile court and an alternative to out of school suspension created for offenders who have admitted guilt. Clients are given the opportunity to take responsibility for their offense by participating in court proceedings held by trained youth and adult volunteers. Teen Court does not decide guilt or innocence but centers on lowered recidivism through restorative justice. Sanctions for clients include community service, interactive journals, and jury service.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	0				
Quality of Service Delivery	18	**Program Evaluation:** Input interactive journaling responses into google forms for Buncombe County Teen Court. **Program Policies and Procedures** Re-evaluate community service worksites and make sure all sites have a worksite agreement and that they have been inspected every six months.	All responses will be turned into data points for each year through the google form our organization has created. Responses will be recorded at the end of each quarter. As clients begin to use in-person community service again, we will re-inspect each community service worksite and make sure they have an agreement. All site agreements and evaluations will be uploaded to the shared drive to be easily accessible.	Teen Court Coordinator, Executive Director (intern) Teen Court Coordinator and Director of Program Services	**This is an ongoing process, and it will be input in to google again in June 2023** **Teen Court has continued to work on this and as each site has begun the new calendar year of 2023, we have gotten the agreements signed uploaded. This will take place again in the next 6 months.**

Program Enhancement Plan

		Work on reinvesting in the School Based Teen Court program. **Structured Training and Documentation:** Guarantee all direct service staff annual trainings and manage documentation	The Teen Court Coordinator will work with 2 middle schools in Buncombe County and Asheville City Schools All staff will attend annual trainings to continue enhancing our quality of service.	Teen Court Coordinator ED/Staff	**Our organization has been pro-active in finding ways to increase school justice partnerships and as of right now, 2 schools are invested in School Based Teen Court. Enka Middle School has already re-established School Based Teen Court and Erwin Middle will consider it for the Spring semester. Juvenile Justice referrals will always be the priority.** **Our office has been managing this effectively. All training records for Teen Court staff are in the staff personnel files.**
Amount of Service: Duration and Contact Hours	0				
Risk Level of Youth	0				
Total	0				

This Plan is approved by: _____ _____ 5/15/23

Program Manager Name & Signature Date JCPC Chair Name & Signature Date

Program Enhancement Plan

Program: Earn & Learn Restorative Community Service

Brief Description: Earn& Learn Juvenile Restorative Community Services is the only community service/restitution program in Buncombe County. This program works with youth assigned community service hours and/or given a monetary compensation requirement for victims provided through DJJAC. Through supervised, assigned work and evidence-based journaling, juveniles provide important service to the community, are held accountable for their actions, and given the opportunity to acknowledge any harm they may have caused

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15				Earn and Learn is a Group 2 and can only gain 10 points plus 5 supplemental
Quality of Service Delivery	17	**Program Evaluation:** Input interactive journaling responses into google forms for Earn & Learn Clients. **Program Policies and Procedures** Re-evaluate community service worksites and make sure all sites have a worksite agreement and that they have been inspected every six months.	All responses will be turned into data points for each year through the google form our organization has created. Responses will be recorded at the end of each quarter. As clients begin to use in-person community service again, we will re-inspect each community service worksite and make sure they have an agreement. All site agreements and evaluations will be uploaded to the shared drive to be easily accessible.	Director of Program Services, Executive Director, or intern. Director of Program Services	**This is an ongoing process, and it will be administered again in spring of 2023 since we will have an intern beginning in April of 2023** **Earn & Learn has continued to work on this and will continue working to complete the next site review during the spring of 2023, we have gotten the agreements signed and uploaded from 2022**

Program Enhancement Plan

		Structured Training and Documentation: Guarantee all direct service staff annual trainings and manage documentation	All staff will attend annual trainings to continue enhancing our quality of service.	ED/Staff	**Our office has been managing this more effectively. All training records for Earn & Learn staff are in the staff personnel files.**
Amount of Service: Duration and Contact Hours	10				
Risk Level of Youth	20				
Total	62				
POP	78%				

This Plan is approved by: _____ 5/15/23

Program Manager Name & Signature Date JCPC Chair Name & Signature Date

Program Enhancement Plan (PEP)

Program/Component: Buncombe - Aspire Youth & Family, Inc. - Kids At Work!

Brief Description: Kids at Work! is an interpersonal skills development program based around the culinary arts. Youth are a part of the program for 20 weeks and meet for three hours once a week for instruction. The curriculum consists of 20 hands-on lessons that are designed to meet the youths unique learning styles and help them apply the skills in a work environbment. Youth ages 14 and older also receive ServSafe food safety training and certification exam, making them more marketable for employment.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	15				
Qualifying Supplemental Service	5				
Quality of Service Delivery	16	Staff Retention & Training	Annual staff retreat by Staff, Board, Leadership; Committies assigned to meet monthly defined training goals and objectives; Completing staff continuity plan; Completion of Organizational Handbook and Policy & Procedures Manuals; perfection of job descriptions	Program Manager/Quality Manager / District Leaders	Staff retreat held annually; Commities meeting monthly & submitting reports; Staff continuiy plan being completed; Handbook completed; Policies & Procedures per program completed; Consistent training schedules being completed
Amount of Service: Duration and Contact Hours	12				
Risk Level of Youth	2				
Total SPEP Score	50				
POP	59%				

This Plan is approved by: Kimberly Castano 01.11.2023 5/15/23

Program Manager Signature **Date** **JCPC Chair Signature** **Date**

Program Enhancement Plan (PEP)

PIVOTPoint WNC--Interpersonal Skills Program

PIVOTPoint WNC is a 13 week long program with 4-6 hour long sessions hiking, climbing, rafting, paddleboarding, or mountain biking. Activities are paired with in-depth individual and group dynamic based group facilitation. Groups and individualized service plans are created around client responsibility and autonomy in their own treatment process. Goals a and tracked around inter and intra personal skill building, communication, mindfulness, and team-building.

Program/Component:
Brief Description:

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party
Primary Service	15			
Qualifying Supplemental Service	5	Full requirement met.	N/A	
Quality of Service Delivery	17	Training for staff. Recently able to hire full-time staff which provides opportunity for staff to receive trainings specific to the target population	1. Continue to utilize our written staff evaluation plan to formally review and improve work performances of our staff. 2. Continue to follow on-boarding and training requirements and keep staff trained in a number of relevant curriculums that inform our work with youth. 3. Continue to reflect upon and shift as necessary the methods we utilize to track our program outcomes long term.	Program Director
Amount of Service: Duration and Contact Hours	6	Number of weeks is never going to reach 16 because our program's length is 13 weeks although our contact hours will always exceed by double or even triple the requirement.	We will continue to confer with all court counselors and Western Area Consultant to fine tune the duration of our program to best fit the needs of court referred youth. Current feedback shows that 13 week straight vs. every other week may be preferred moving forward and length of program may be shifted to be shorter, not longer. We will continue to not meet the 16 week duration requirement of our SPEP score even though our contact hours are vastly above the required amount.	Program Director

ized goals are created

Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Fulltime staff opportunities beginging Feb '23 will allow for weekly trainings with staff as well as provide opportunity for group debriefing and staffing of clients. PIVOTPoint involvment w/ court staff and client/family meetings.
Reengaged conversation around duration of program w/ court counselors (Jan '23). Considered offering alternate options for outing dates as well as possible opportunity for PIVOTPoint staff to meet with court counselors and families admitted to the program.

Risk Level of Youth	25	Full requirement met.	N/A	
Total SPEP Score	76			
POP	89%			

This Plan is approved by:

Program Manager Signature **Date** **JCPC Chair Signature** 5/15/23 **Date**

Program Enhancement Plan (PEP)

Program/Component: Buxcombe Structure Day

Brief Description: Academic Support for the school systems for at risk youth who have been suspended from school short-term or long-term as approved by the home school.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service					
Qualifying Supplemental Service		give the student a chance to continue their academics	School visit by Program Manager to develop their action plan	Program Manager	
Quality of Service Delivery		within the guidelines of the home school	Continuous follow-up visits and discussions w/ counselor and/or teacher	Program Manager	
Amount of Service: Duration and Contact Hours		Based on suspension time	Referral - information outlined by this	Program Manager	
Risk Level of Youth		Provided by Court Counselor(s)	as described by the applies	Court Counselor(s)	
Total SPEP Score	0				
POP					

This Plan is approved by:

Debbie Graves — Program Manager Signature — 1/31/23 — Date

A. [illegible] — JCPC Chair Signature — 1/31/23 — Date

LH 5/15/23

Brief Program Description
Youth Justice Clinical Program, Buncombe County Justice Services
FY2023 – 2024

NAME OF COMPONENT: Comprehensive Clinical Assessment
BRIEF DESCRIPTION: The Youth Justice Clinical Program addresses the continuum of needs by providing extensive behavioral health assessments. Comprehensive Clinical Assessments ensure that youth receive the most accurate recommendation for future services to meet their individual situation. These services provide rapid access to assessments with priority given for youth involved with Juvenile Court Services.

NAME OF COMPONENT: Group Counseling
BRIEF DESCRIPTION: The Youth Justice Clinical Program provides group counseling via trauma-informed Dialectical Behavioral Therapy and substance use/alcohol assessment and group therapy to at-risk, delinquent, and adjudicated youth. The program addresses delinquent behaviors, family functioning, and other barriers and improves youths' ability to effectively cope with complex traumatic experiences. Effective counseling services help eliminate barriers/reduce recidivism for court involved youth.

Juvenile Crime Prevention Council

Presented by

Hannah Legerton

Youth Justice Division Manager

Justice Services Department

Juvenile Crime Prevention Councils

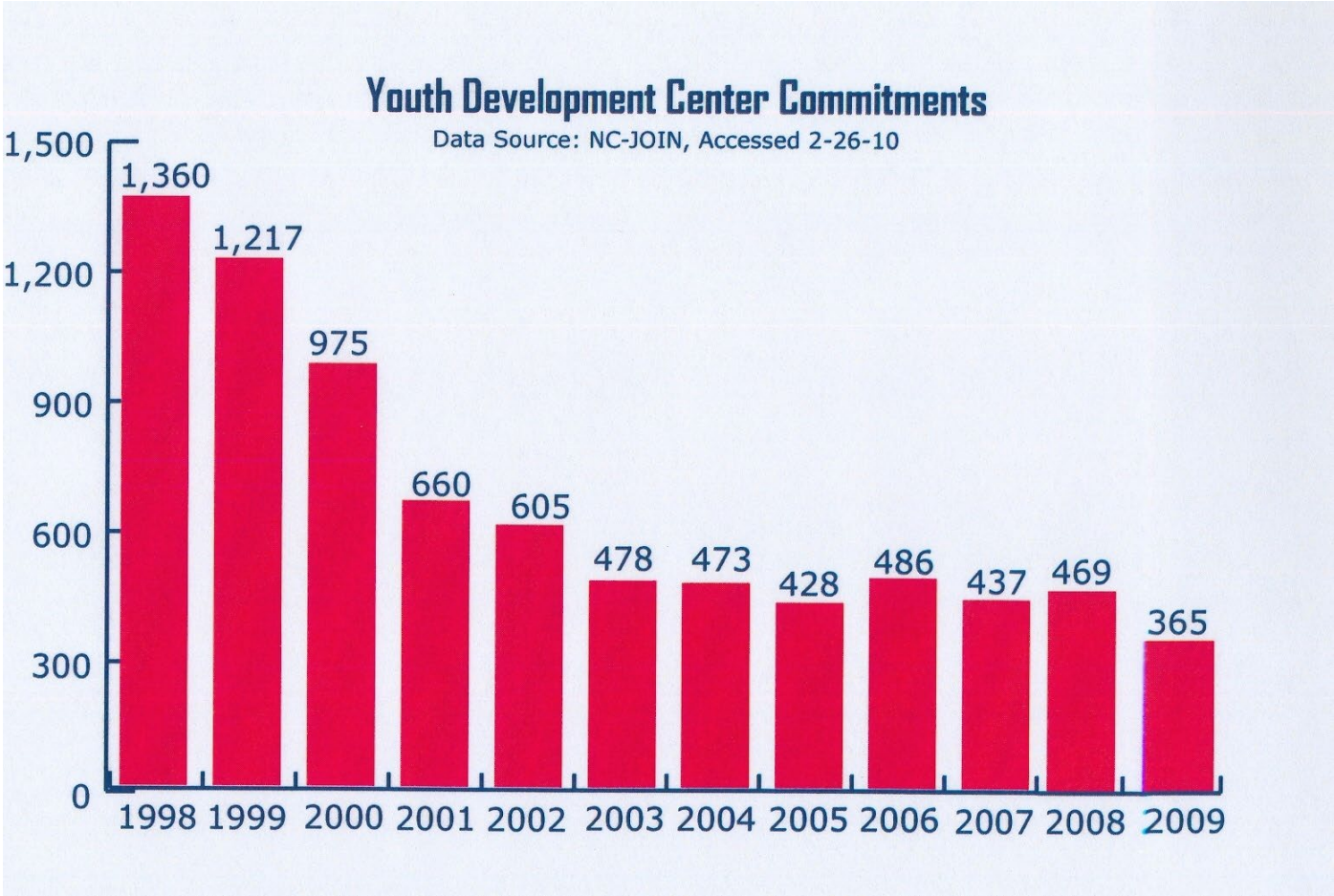
State & Local Partnership

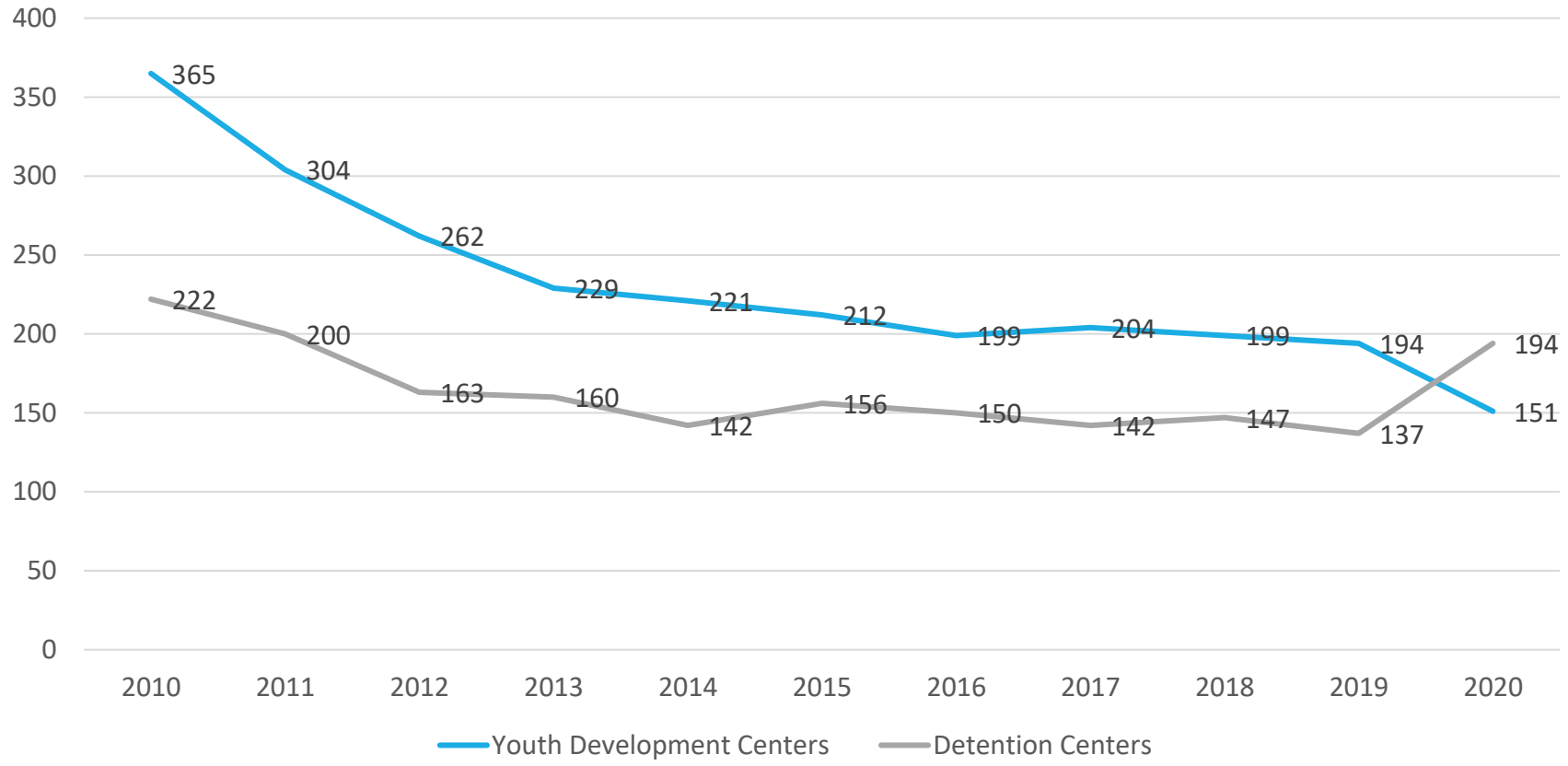
- NC General Statute (143B-543) mandates the development of local JCPCs
- NC DPS Division of Juvenile Justice allocates funding to JCPCs in each county

Goals

- To provide alternatives to youth development centers (YDCs) through local community-based programming, treatment, counseling or rehabilitation services for youth involved in, or at risk of involvement, in the juvenile justice system.
- To provide noninstitutional dispositional alternatives that will protect the community and youth.

NC Reinvestment




400
350
300
250
200
150
100
50
0
365
304
262
229
221
212
199
204
199
194
151
222
200
163
160
142
156
150
142
147
137
194
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
Youth Development Centers
Detention Centers

JCPC Allocations History

1997-1998	$17.5 million
1998-1999	$23 million
1999-2000	$23.5 million
2000-2001	$24.5 million
2001-2002	$23.2 million
2002-2003	$22.5 million
2003-2004 and 2004-2005	$23 million
2005-2006 to 2007-2008	$22.4 million
2008-2009	$23.1 million
2009-2010 and 2010-2011	$22 million
2011-2012 to 2014-2015	$21.8 million
2015-2016 to 2017-2018	$21.9 million
2019-2020	$26.2 million
2020-2021	$28.5 million

Buncombe County

- $644,477 allocated annually for nonprofits & public agencies that:
  - Offer services free of charge
  - Address needs of youth involved in courts and gaps in youth services
  - Promote intervention, treatment and aftercare strategies and programs which strengthen families and support community safety
  - Must be used for juvenile justice needs 1st, before prevention

JCPC Membership

N.C.G.S. § 143B-846 specifies members to be appointed by county commissioners to serve on local JCPCs. In certain categories, a designee may be appointed to serve.

1. **School Superintendent or designee**: Shanon Martin, BCS
2. **Chief of Police or designee**: Michael Lamb, APD
3. **Local Sheriff or designee**: Jorge Redmond, BCSO Attorney
4. **District Attorney or designee**: Blythe McCoy, Assist. DA
5. **Chief Court Counselor or designee**: Sylvia Clement
6. **AMH/DD/SA Director/designee**: Angela Garner, VAYA
7. **DSS Director/designee:** Suzanne Avett, HHS Attorney
8. **County Manager/designee**: Noreal Armstrong, Chief Equity & Human Rights Officer
9. **Substance Abuse Professional**: Destiny Burgess, Peer Support Specialist, -RHA Jail Reentry
10. **Member of Faith Community**: Don Johnson, Chaplain, Buncombe County Detention/ABCCM
11. **County Commissioner**: Martin Moore
12. **Youth Member (under 21**): Vacant
13. **Representing families of youth involved in justice system**: CiCi Weston, Christine Avery Learning Center
14. **Juvenile Defense Attorney**: Timothy Henderson
15. **Chief District Judge or designee**: Judge Susan Dotson-Smith
16. **Member of Business Community**: Elizabeth Kraft
17. **Health Director/designee**: Ginger Clough, Health Promotions
18. **United Way/non-profit**: Natasha Adwaters, Children First
19. **Rep. Parks & Rec**: D. Tyrell McGirt, Dir. COA Parks & Rec
20. **Commissioner appointee**: Eric Robinson, Asheville Housing
21. **Commissioner appointee**: Jeremy Bricker, Family Pres.
22. **Commissioner appointee**: Co-Kema Hines, UNCA
23. **Commissioner appointee**: Angel Redmond, COA Parks & Rec
24. **Commissioner appointee**: Brandon Priester, Land of Sky
25. **Commissioner appointee:** Vacant
26. **Commissioner appointee:** Vacant

Annual Cycle

- **Planning**

  Identify needs and priorities for funding; review community resources and gaps; review data from youth who had DJJ intakes the previous year.

- **Monitoring**

  Monitor JCPC-funded programs. Board member paired with Court Counselor to monitor each program and report back to the JCPC.

- **Allocations**

  Release RFP, review applications, and participate in hearing to make funding recommendations for next cycle

Local JCPC Programs

- Between 2021 - 2022, JCPC funded programs in Buncombe County served 201 local youth who were diverted and/or referred from the Juvenile Justice system. 134 of these were diverted by Court Counselors at the point of intake.

Buncombe Data

Juvenile Demographics	2018-19	2019-20	2020-21	2021-22
Juvenile Population ages 6-17	34169	34,120	34,039	33,440
Juvenile Population ages 10-17			23,312	22,994
Juvenile Population ages 16 & 17			5,900	6,028
Juveniles seen in Intake	353	337	256	456
Juveniles Put on Diversion Plans or Contracts	176	153	131	261
Juveniles Approved for Court	161	155	125	171
Juveniles Adjudicated	93	68	77	70
Juveniles Put on Protective Supervision	34	22	15	17
Juveniles Put on Probation	46	38	61	51
Number of Detention Admissions	56	54	48	47
Number of Juveniles Committed to YDC	0	1	2	3
Number of Juveniles put on Post Release Supervision	1	1	2	2
School Based Complaints	49.30%	42.40%	21.00%	58.00%

Buncombe Data FY21-22

Buncombe Program Admissions by Legal Status 21-22

Program Name	Court Counselor Consultation	Youth at Risk	Intake/ Diverted	Petition Filed	Adjudicated	Probation	Protective Supervision	Referred from District Court	Interstate Compact (ICJ)	Continuation Services	Committed	Total
Barium Springs - TASK			1		1	1						3
Buncombe Structured Day		2	5	1						1		9
Trinity Place		15	10	1								26
Teen Court		11	45									56
Earn and Learn			33			10						43
Aspire - The Connection		2	8			1						11
Aspire -Kids at Work!		5	16									21
Eliada Student Training for Advancement	2	7				1						10
PIVOTPoint WNC		4	16	1		1						22
Total	**2**	**46**	**134**	**3**	**1**	**14**	**0**	**0**	**0**	**1**	**0**	**201**

Current JCPC Programs

Teen Court: Provides diversion from juvenile court and alternative to out of school suspension. Clients are given opportunity to take responsibility for offenses through court proceedings held by trained youth and adult volunteers. Centers on lowered recidivism through restorative justice; clients receive individualized sanctions such as community service and interactive journaling.

Earn & Learn Restitution: Serves youth assigned community service hours and/or monetary compensation for victims. Through supervised, assigned work and evidence-based journaling, youth provide service to the community, are held accountable, and given opportunities to acknowledge harm they may have caused.

PIVOTPoint WNC: Therapeutic wilderness-based interventions for youth ages 14+ who are court involved, diverted, or at-risk of court involvement. Supports interpersonal skill building and pro-social skills, reducing substance use and recidivism. Uses adventure therapy, CBT, mindfulness, & other best practice models.

Kids at Work! & The Connection: *Kids At Work!* is an interpersonal skills development program based in culinary arts. Youth ages 14+ receive ServSafe food safety training and certification exam, making them more marketable for employment. *The Connection* teaches entrepreneurial and vocational skills through music production job training designed to prepare youth for employment, higher education, and/or business

Buncombe Structured Day: Academic and behavioral support for middle and high school youth and alternative placement for short- or long-term suspended youth and DJJ referrals. Individual service plans may include on-line academics, substance abuse and/or alcohol awareness, social-emotional learning, character development, and career/vocational skill shadowing.

Youth Justice Clinical Program: Provides CCAs and group counseling to meet the needs of justice system involved youth. Program in Justice Services Department.

FY2023-2025 Funding Priorities

- Priority 1: Restitution/Community Service
- Priority 2: Comprehensive Clinical Assessments (CCAs) / Individual or Group Counseling
- Priority 3: Teen Court/Restorative Services
- Priority 4: Runaway/Temporary Shelter
- Priority 5: Interpersonal or Experiential Skills
- Priority 6: Vocational Skills
- Priority 7: Substance Use Services
- Priority 8: Parent / Family Skill Building
- Priority 9: Structured Day / Tutoring / Academic Enhancement / Mentoring

FY23-25 Funding Recommendations

1.	*Teen Court (Buncombe Alternatives)	$96,799
2.	*Earn and Learn (Buncombe Alternatives)	$207,021
3.	*Kids at Work! & The Connection (Aspire – Buncombe)	$105,549
4.	*PIVOTPoint WNC (PIVOTPoint WNC)	$84,858
5.	*Buncombe Structured Day (Partners Unlimited, Inc.)	$66,893
6.	^Youth Justice Clinical Program (Buncombe County Justice Services)	$73,357

*Programs 1-5 were funded for 2 years. ^The Youth Justice Clinical Program is a new program and is only eligible for 1 year of funding before reapplying for additional JCPC funds.

The JCPC further recommends that the following amount be allocated for the administrative costs of the Council for fiscal year 23-24: $10,000.

Questions?

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 20, 2023

New Business

Department: Budget

Presenter(s): John Hudson, Budget

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

Subject: FY2024 Budget Adoption

Brief Summary: County Manager Avril Pinder presented the recommended FY2024 budget to the Board of Commissioners on May 16, 2023. On June 6, 2023, the Board held a public hearing and received public comment on the recommended FY2024 budget. Tonight is the scheduled adoption of the FY2024 budget.

Recommended Motion & Requested Action: Adopt the two FY2024 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 2023 – 2024

BE IT ORDAINED by the Board of County Commissioners of Buncombe County, North Carolina this the 20th day of June, 2023:

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, 2023 and ending June 30, 2024:

APPROPRIATION	
General Government	$ 74,972,388
Public Safety	89,684,027
Human Services	96,125,798
Economic & Physical Development	9,455,041
Culture & Recreation	10,886,917
Education	115,792,906
Debt Service	19,905,677
Transfers to Other Funds	13,597,687
Total Appropriation	**$ 430,420,441**

REVENUE	
Ad Valorem Taxes	$ 255,523,889
Sales Tax	48,946,195
Other Taxes and Licenses	11,331,000
Intergovernmental	53,567,846
Permits and Fees	5,380,868
Sales and Services	22,227,698
Other	5,146,960
Transfers from Other Funds	9,461,915
Appropriated Fund Balance	18,834,070
Total Appropriation	**$ 430,420,441**

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, 2023 and ending June 30, 2024. 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, 2023 and ending June 30, 2024:

FUND	APPROPRIATION	REVENUE
Occupancy Tax Special Revenue Fund:		
Economic & Physical Development	**$ 40,000,000**	
Other Taxes & Licenses		**$ 40,000,000**
911 Special Revenue Fund:		
Public Safety	**$ 1,281,885**	
Intergovernmental		$ 150,988
Appropriated Fund Balance		1,130,897
		$ 1,281,885
ROD Automation Special Revenue Fund:		
General Government	**$ 150,050**	
Permits & Fees		$ 150,000
Other		50
		$ 150,050
ROD Trust Fund:		
General Government	**$ 400,000**	
Permits & Fees		**$ 400,000**
Tax Reappraisal Fund:		
General Government	**$ 685,000**	
Transfers from Other Funds		$ 625,000
Appropriated Fund Balance		60,000
		$ 685,000
Mountain Mobility Special Revenue Fund:		
Human Services	**$ 6,612,501**	
Intergovernmental		$ 4,793,794
Other		57,869
Transfers from Other Funds		1,669,141
Appropriated Fund Balance		91,697
		$ 6,612,501
PDF Woodfin Special Revenue Fund:		
Economic & Physical Development	**$ 788,428**	
Ad Valorem		**$ 788,428**

FUND	APPROPRIATION	REVENUE
Forfeitures Fund:		
Public Safety	**$ 120,000**	
State Forfeiture		20,000
Appropriated Fund Balance		100,000
		$ 120,000
School Fines & Forfeitures Fund:		
Education	**$ 2,000,000**	
Other		**$ 2,000,000**
Representative Payee Fund:		
Human Services	**$ 500,000**	
Intergovernmental		**$ 500,000**
Solid Waste Enterprise Fund:		
Enterprises – Landfill	**$ 15,740,861**	
Other Taxes & Licenses		745,000
Permits & Fees		13,700
Sales & Services		11,253,996
Other		145,345
Appropriated Fund Balance		3,582,820
		$ 15,740,861
Real-Time Intelligence Center Fund		
Enterprise – Public Safety	**$ 169,000**	
Sales & Services		**$ 169,000**
Inmate Commissary and Welfare Fund:		
Enterprises – Public Safety	**$ 483,587**	
Sales & Services		**483,587**
Health, Employment, Property & Casualty Insurance Internal Service Fund:		
Enterprises – Health, Employment, Property & Casualty Insurance	**$ 42,868,051**	
Sales & Services		$ 39,881,503
Appropriated Fund Balance		2,986,548
		$ 42,868,051

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, 2023 and ending June 30,

2024:

FUND	APPROPRIATION	REVENUE
Fire & Service Districts Special Revenue Fund:		
Public Safety	$ 50,024,346	
Education	17,250,000	
	$ 67,274,346	
Ad Valorem		$ 48,096,888
Sales Tax		19,177,458
		$ 67,274,346

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

The following tax rates are levied, for fiscal year 2023-2024, 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	FY2023 Tax Rate	FY2024 Request	FY2024 Adopted
Asheville Special	8.36	8.36	8.36
Asheville Suburban	8.97	8.97	8.97
Barnardsville	22.00	22.00	22.00
Broad River	16.00	16.00	16.00
East Buncombe	10.69	10.69	10.69
Enka-Candler	10.50	12.00	12.00
Fairview	14.50	14.50	14.50
French Broad	17.20	22.20	22.20
Garren Creek	13.84	13.84	13.84
Jupiter	10.75	12.75	12.75
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	16.60	16.60
Skyland	9.80	9.80	9.80
Swannanoa	14.00	14.00	14.00
Upper Hominy	16.56	19.00	19.00
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 2023-2024 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 in the amount of $261,300 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 49.8 cents per $100 of assessed valuation is hereby levied for fiscal year 2023-2024, all of which is levied in the General Fund. This rate is based on an estimated total assessed, taxable property value of $51.2 billion, and an estimated collection rate of 99.75 percent. Current Year Ad Valorem Tax Revenue is estimated to be $254,461,389.

The tax rate of 10.62 cents per $100 of assessed, taxable valuation is hereby levied for fiscal year 2023-2024 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 2023-2024 Fee Schedule and Health and Human Services Billing Guide for Buncombe County is hereby approved effective July 1, 2023.

Section 11: The position classification and pay plan listed in Exhibit B are hereby approved effective July 1, 2023. This fiscal year 2023-2024 position classification and pay plan includes sixty-one (61) new positions approved in the General Fund, one (1) new position approved in the Internal Service Fund, and eight (8) new positions in the Opioid Settlement Fund.

General Fund	One (1) 911 Administrative Coordinator One (1) 911 Training Specialist One (1) Assistant County Manager Sixteen (16) Income Maintenance Caseworker II One (1) Income Maintenance Supervisor II One (1) Staff Development Specialist One (1) Candidate Coordinator One (1) EMS Operations Manager Eighteen (18) EMT-Paramedics One (1) Lead Mechanic One (1) Lead Electrical Specialist One (1) IT Technician I Six (6) Library Assistants One (1) Library Safety Associate One (1) Stormwater Coordinator One (1) Planner III Two (2) Environmental Health Specialist II One (1) Code Enforcement Officer I One (1) Park Ranger II One (1) Arson Investigator Two (2) Detectives One (1) Property Appraiser II
Internal Service Fund	One (1) Medical Office Assistant
Opioid Settlement Fund	One (1) Community Paramedic Program Supervisor Three (3) Community Paramedic Three (3) Community Paramedic Supervisors One (1) Inclusive Engagement Specialist

The authorized headcount by fund beginning July 1, 2023, is presented below:

General Fund	1,793
Enterprise Funds	42
Internal Service Fund	5
Grants/Projects Funds	58
Total All Funds	**1,898**

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.

Section 14: In accordance with NCGS 153A-150, the Board of Commissioners adopts a plan to finance the next reappraisal at a cost of $2,031,000. That amount covers the time between the last reappraisal and the projected upcoming reappraisal. Funds are appropriated for FY2024 in the Reappraisal Reserve Fund to cover the cost that is estimated to be incurred during FY2024 in preparing for and conducting the revaluation. Such costs may include salaries, fringes, operating expenses and related expenditures for County appraisers and other staff employees who will conduct the revaluation.

Adopted this the 20th day of June, 2023.

Attest:

Tamara Laymon

Clerk to the Board

Buncombe County Board of Commissioners:

Brownie Newman

Brownie Newman, Chairman

Approval as to form:

Attorney

Buncombe County Fee Schedule

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Fiscal Year 2024

July 1, 2023 – June 30, 2024

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Introduction

This fee schedule includes Buncombe County fees for the 2024 Fiscal Year - July 1, 2023 through June 30, 2024.

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 FY2024

The following departments are amending fees for FY2024.

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.

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

- Re-Inspection-New Construction - $100

The **Library** is implementing replacement fees for the following items:

- Head Wand - $60
- Large Mouse - $50
- Large Print Keyboard - $10
- Wireless Mouse - $10
- Wheelchair Bag - $25
- Wheelchair Tray - $25

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

- Plan and Application Amendment Fees decreasing from $80 Administrative Fee to $40 Administrative Fee
- Residential Unheated Garage Attached/Detached decreasing from $240 to $100
- Residential Structural Repair decreasing from $160 to $150
- Swimming Pools increasing to include $80 additional fee per trade

Planning and Development is updating various fees including removing:

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- Wireless Communication Facility Annual Renewal Fee of $250

Increasing various fees based on market adjustments including:

- Zoning Text Amendment increasing from $500 to $750
- Zoning Map Amendment increasing from $350 to $500
- Residential Special Use Permit increasing from $250 to $400
- Commercial/Office/Industrial Development Special Use Permits:
    - Less than 10,000 sq ft increasing from $250 to $500
    - 10,000 to 50,000 sq ft increasing from $500 to $1,000
    - 50,000 to 100,000 sq ft increasing from $750 to $1,500
    - Over 100,000 sq ft increasing from $1,000 to $2,000
- Variances on cases that require a public hearing increasing from $250 to $350
- New Junkyard Permit increasing from $200 to $1,000
- Street Address Determination Letter increasing from $25 to $35
- Subdivision Application Review Fees:
    - Minor (4-10 lots) increasing from $75 to $100
    - Minor (4-10 lots) with hillside development increasing from $50 to $100
    - Major (11 or more lots) increasing from $175 to $200
    - Closeout/As-Built Drawing Review increasing from $25 to $100
- Zoning Determination Letter increasing from $25 to $35

Implementing the following fees:

- Site Plan Review Residential Resubmittal of $50
- Stormwater Management Stream Buffer Determination – Site Visit of $100

Recreation Services is updating various fee descriptions for clarification purposes, consolidating fees, as well as implementing the following fees:

- Lake Julian Boat Launch with Trailer - $12 per day
- Non-Profit Pontoon Boat Rental - $30 per hour
- Private Pontoon Boat Rental - $50 per hour
- Disc Golf Course Rental - $600 per day or $120 per hour

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- Vendor Fees per Space - $25 per day
- Cleaning Deposit for shelters - $50

And increasing the following fees:

- Jon Boat for 4 hours is increasing from $15 to $16
- Jon Boat for the day is increasing from $25 to $30

Register of Deeds is amending the following fees per the State:

- Birth Certificate Amendment fee is increasing from $35 to $39
- Legitimation fee is increasing from $35 to $39
- Delayed Birth Certificate fee is decreasing from $35 to No Charge

Solid Waste is amending the following fees based on a tipping fee evaluation:

Landfill

- Pick-up trucks, vans, and small trailers tipping fee is increasing from $43.75 to $45 per ton.
- Trucks, roll-offs, and flat beds tipping fee is increasing from $43.75 to $45 per ton.
- Violations:
  Pick-up trucks, vans, small trailers, trucks, roll-offs, or flat bed (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay $52/Ton at the Landfill:
  corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals.

  First violation above the 5% limit: $86/ton

  Second violation or any subsequent violation occurring within 6 months of the first violation: $129/ton

Transfer Station

- Pick-up trucks, vans, and small trailers tipping fee is increasing from $47.75 to $52 per ton.
- Trucks, roll-offs, and flat beds tipping fee is increasing from $47.75 to $52 per ton.
- Violations:

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Pick-up trucks, vans, small trailers, trucks, roll-offs, or flat bed (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay $52/Ton at the Transfer Station:
corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals.

First violation above the 5% limit: $94/ton

Second violation or any subsequent violation occurring within 6 months of the first violation: $141/ton

Solid Waste is also implementing the following fees:

- Uncovered/Unsecured Load – cars, pick-ups, or trailers - $10 per load
- Uncovered/Unsecured Load – commercial and all other vehicles - $25 per load

Tax Collections is including a Returned Payment Fee of $25.

The fee for returned tax payments is not a new fee but is being added to the Fee Schedule for the first time due to changes in application. North Carolina General Statutes 105-357(b)(2) require assessment of a fee for tax payments returned or not completed due to insufficient funds or nonexistence of an account. The County is reducing the fee to the minimum required by State law; the County's fee will be adjusted to match State law if it changes.

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 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	FY24 Fee	FY24 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	FY24 Fee	FY24 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	$ 11,092.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Title V - Tonnage Fee	Annual Permit Fee	$ 59.00	per ton
Air Quality	Annual Synthetic Minor and Title V Source Fees	Title V Nonattainment Area Added Fee	Annual Permit Fee	$ 4,437.00	per year
Air Quality	Annual Synthetic Minor and Title V Source Fees	Added Medium Complex Facility Fee (3-5 Federal Programs)	Annual Permit Fee	$ 2,773.00	per year

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Air Quality	Annual Synthetic Minor and Title V Source Fees	Added Highly Complex Facility Fee (6 or more Federal Programs)	Annual Permit Fee	$ 8,319.00	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
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	

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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	$ 1,109.00	per application
Air Quality	Title V Facilities	Initial Application or Major Modification	Application Fees	$ 11,092.00	per application

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Air Quality	Title V Facilities	Initial Application or Major Modification (PSD **and** NSR/NAA)	Application Fees	$ 33,274.00	per application
Air Quality	Title V Facilities	Initial Application or Major Modification (PSD **or** NSR/NAA)	Application Fees	$ 16,637.00	per application
Air Quality	Title V Facilities	Minor Modification	Application Fees	$ 3,327.00	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	$ 268.00	per visit
Clinical Services	Family Planning	Established patient -- detailed visit -- 25 minutes	Office Visit	$ 180.00	per visit
Clinical Services	Family Planning	Established patient -- expanded visit -- 15 minutes	Office Visit	$ 116.00	per visit
Clinical Services	Family Planning	Established patient -- limited visit -- 10 minutes	Office Visit	$ 84.00	per visit
Clinical Services	Family Planning	Established patient -- nurse only visit -- 5 minutes	Office Visit	$ 51.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 12 - 17	Office Visit	$ 215.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 18 - 39	Office Visit	$ 209.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 40 - 64	Office Visit	$ 233.00	per visit
Clinical Services	Family Planning	Established patient preventive visit: Age 65+	Office Visit	$ 258.00	per visit
Clinical Services	Family Planning	New patient -- complex visit -- 60 minutes	Office Visit	$ 360.00	per visit

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Family Planning	New patient -- detailed visit -- 30 minutes	Office Visit	$ 195.00	per visit
Clinical Services	Family Planning	New patient -- expanded visit -- 20 minutes	Office Visit	$ 137.00	per visit
Clinical Services	Family Planning	New patient -- moderate visit -- 45 minutes	Office Visit	$ 287.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 12 - 17	Office Visit	$ 249.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 18 - 39	Office Visit	$ 246.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 40 - 64	Office Visit	$ 293.00	per visit
Clinical Services	Family Planning	New patient preventive visit: Age 65+	Office Visit	$ 317.00	per visit
Clinical Services	Family Planning	Phone established patient visit 11-20 minutes	Office Visit	$ 93.00	per visit
Clinical Services	Family Planning	Phone established patient visit 21-30 minutes	Office Visit	$ 144.00	per visit
Clinical Services	Family Planning	Phone established patient visit 5-10 minutes	Office Visit	$ 67.00	per visit
Clinical Services	Immunization	Diphtheria, Tetanus, and Pertussis Vaccine (DTaP)	Vaccine	$ 53.00	per vaccine
Clinical Services	Immunization	DTaP-Haemophilus influenzae type B-Inactivated Poliovirus	Vaccine	$ 148.00	per vaccine
Clinical Services	Immunization	DTaP-Hepatitis B-Inactivated Poliovirus Vaccine	Vaccine	$ 129.00	per vaccine
Clinical Services	Immunization	DTaP-IPV Vaccine	Vaccine	$ 90.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Immunization	Hepatitis A and Hepatitis B Vaccine, adult	Vaccine	$ 161.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, adult	Vaccine	$ 113.00	per vaccine
Clinical Services	Immunization	Hepatitis A Vaccine, pediatric	Vaccine	$ 63.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (2 shot series)	Vaccine	$ 182.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, adult (3 shot series)	Vaccine	$ 96.00	per vaccine
Clinical Services	Immunization	Hepatitis B Vaccine, pediatric	Vaccine	$ 53.00	per vaccine
Clinical Services	Immunization	Human Papillomavirus Vaccine, HPV9	Vaccine	$ 344.00	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
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	$ 347.00	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	$ 126.00	per vaccine
Clinical Services	Immunization	Measles, Mumps, Rubella, and Varicella Virus Vaccine	Vaccine	$ 336.00	per vaccine
Clinical Services	Immunization	Meningococcal Group B Vaccine	Vaccine	$ 263.00	per vaccine

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine	Vaccine	$ 191.00	per vaccine
Clinical Services	Immunization	Meningococcal Polysaccharide Conjugate Vaccine (MenQuadfi)	Vaccine	$ 200.00	per vaccine
Clinical Services	Immunization	Pneumococcal 13-Valent Conjugate Vaccine (PCV13)	Vaccine	$ 293.00	per vaccine
Clinical Services	Immunization	Pneumococcal 23-Valent Polysaccharide Vaccine (PPSV23)	Vaccine	$ 162.00	per vaccine
Clinical Services	Immunization	Poliovirus Vaccine, inactivated	Vaccine	$ 68.00	per vaccine
Clinical Services	Immunization	Rabies Vaccine for pre- and post-exposure prophylaxis	Vaccine	$ 476.00	per vaccine
Clinical Services	Immunization	Rotavirus Vaccine	Vaccine	$ 130.00	per vaccine
Clinical Services	Immunization	Tetanus and Diphtheria Toxoids	Vaccine	$ 54.00	per vaccine
Clinical Services	Immunization	Tetanus, Diphtheria, and Pertussis Vaccine	Vaccine	$ 75.00	per vaccine
Clinical Services	Immunization	Typhoid VI Polysaccharide Vaccine	Vaccine	$ 118.00	per vaccine
Clinical Services	Immunization	Varicella (chickenpox) Virus Vaccine	Vaccine	$ 213.00	per vaccine
Clinical Services	Immunization	Yellow Fever Vaccine	Vaccine	$ 190.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, live	Vaccine	$ 277.00	per vaccine
Clinical Services	Immunization	Zoster Vaccine, recombinant	Vaccine	$ 277.00	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	30 mcg Pfizer Booster	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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Immunization	Johnson & Johnson COVID Admin Fee	COVID Admin Fee	$ 40.00	per vaccine
Clinical Services	Immunization	Johnson & Johnson COVID Booster	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	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
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	$ 9.94	per unit
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous)		$ 60.32	per dose

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Methods and Treatments	Depo-Provera (subcutaneous) - U*	*340B pricing for un/underinsured	$ 22.96	per unit
Clinical Services	Methods and Treatments	Diaphragm		$ 69.87	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	$ 591.85	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	$ 93.29	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	$ 342.42	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	$ 268.01	per unit
Clinical Services	Methods and Treatments	IUD - Skyla		$ 887.00	per unit

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Clinical Services	Methods and Treatments	IUD - Skyla - U*	*340B pricing for un/underinsured	$ 493.50	per unit
Clinical Services	Methods and Treatments	IUD Insertion		$ 150.00	per procedure
Clinical Services	Methods and Treatments	IUD Removal		$ 111.00	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	$ 418.95	per unit
Clinical Services	Methods and Treatments	Nexplanon Insertion		$ 150.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal		$ 173.00	per procedure
Clinical Services	Methods and Treatments	Nexplanon Removal and Insertion		$ 269.00	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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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 Town Council	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
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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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 Town Council	Filing fee	$ 5.00	per candidate

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Elections		Woodfin Mayor	Filing fee	$ 10.00	per candidate
Elections		Woodfin Water and Sewer Trustee	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)
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 Management (Fire Marshal)	Re-Inspection - New Construction	If an inspection is failed for not meeting code requirements, or contractor fails to show up without canceling the inspection	$ 100.00	per event
Emergency Services	Emergency Medical Service (EMS)	ALS 2	Advanced Life Support Emergency Level 2	$ 1,237.64	per call

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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	FY24 Fee	FY24 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
Environmental Health	Onsite Wastewater & Wells	Improvement Permit-Residential, Commercial, & Industrial - First 500 Gallons	These fees are charged for septic permits	$ 200.00	per application

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
Environmental Health	Onsite Wastewater & Wells	Well Permit Fee	These fees are charged for well permits	$ 350.00	per application

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
Library		Replacement: Adult Spoken (Audiobook)	Replacement fee for Adult Audiobook	$ 35.00	per book / material

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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	FY24 Fee	FY24 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
Library		Replacement: Head Wand	Replacement fee for Head Wand	$ 60.00	per book / material
Library		Replacement: Large Mouse	Replacement fee for Large Mouse	$ 50.00	per book / material
Library		Replacement : Large Print Keyboard	Replacement fee for Large Print Keyboard	$ 10.00	per book / material
Library		Replacement: Wireless Mouse	Replacement fee for Wireless Mouse	$ 10.00	per book / material
Library		Replacement: Wheelchair Bag	Replacement fee for Wheelchair Bag	$ 25.00	per book / material
Library		Replacement: Wheelchair Tray	Replacement fee for Wheelchair Tray	$ 25.00	per book / material

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Parking Services		11 Sears Alley	This fee is charged for all vehicles 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. $40 Monthly parking for eligible low to moderate income individuals	N/A
Parking Services		164 College Street Parking Deck	This fee is charged for all vehicles 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 vehicles parking at 52 Coxe	$3 Daily Parking / $50 Monthly Parking	N/A
Parking Services		94 Coxe Avenue	This fee is charged for all vehicles parking in lot across from the Tax Department after 5pm-7am M-F and all day Saturday and Sunday	$4 Daily Parking	per day

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Parking Services		50 Coxe Avenue	This fee is charged for all vehicles 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 vehicles parking in the lot	$3 Daily Parking / $50 Monthly Parking	N/A
Parking Services		35 Woodfin Street	This fee is charged for all vehicles parking in the front lot at 35 Woodfin 5pm-7am M-F and all day Saturday and Sunday	$3 Daily Parking	per day
Parking Services		30 Valley Street	This fee is charged for all vehicles 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 vehicles 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		Commercial Permit Administrative Fee	Administrative fee for processing refunds of commercial & multi-family trade permits	$ 100.00	flat fee
Permits & Inspections		Commercial Permit Amendment Fee	Amendments to Commercial Fees	$ 100.00	value change per trade + review fee $100.00 minimum
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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Permits & Inspections		Expedite Service Fee	Residential or Commercial expedite fees for special processing & special inspections	$ 100.00	per hour (minimum of 2 hours)
Permits & Inspections		Foundation Only	Residential or 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. Non-Refundable	$ 10.00	per instance
Permits & Inspections		Maintenance Permits	Annual maintenance permit fees for county schools & buildings	$ 100.00	per building
Permits & Inspections		Manufactured Homes	Single Wide HUD-approved homes - new & used. Electrical, plumbing, interior gas piping, and mechanical are included. Decks included if submitted at time of application and part of the approved plans. Exterior gas piping not included.	$ 275.00	per instance
Permits & Inspections		Manufactured Homes	Multi-Sectional HUD-approved homes - new & used. Electrical, plumbing, interior gas piping, and mechanical are included. Decks included if submitted at time of application and part of the approved plans. Exterior gas piping not included.	$ 350.00	per instance
Permits & Inspections		Manufactured Homes	Additional fee for HUD Homes located in R1,R2,BVD zoning	$ 400.00	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 than 1 story	$ 475.00	per instance
Permits & Inspections		Modular Homes	Additional fee for attached garages as part of modular package. For site built carports/garages see "Residential Carport" fee or "Residential Garage Attached/Detached" fee.	$ 80.00	per instance

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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	Single- Family Dwellings, Townhomes, Duplexes, Moved Homes, Sleeping Unit or Structures with Heated Space. Attached garages, electrical, plumbing, interior gas piping, and mechanical are included. Decks included if submitted at time of application and part of the approved plans. Exterior gas piping not included.	$ 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	Single- Family Dwellings, Townhomes, Duplexes, Moved Homes, Sleeping Unit or Structures with Heated Space. Attached garages, electrical, plumbing, interior gas piping, and mechanical are included. Decks included if submitted at time of application and part of the approved plans. Exterior gas piping not included.	$ 500.00	per instance
Permits & Inspections		Plan Amendments	Amendments to residential plans	$40 Administrative Fee + $80 Plan Review Fee + applicable fees	flat fee + applicable fees. (Applicable fees are based on increases to heated square feet)
Permits & Inspections		Application Amendments	Amendments to residential applications	$ 40.00	per instance

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Permits & Inspections		Plan Review	Plan review of 1 & 2 family dwellings prior to permit issuance	$ 150.00	flat fee
Permits & Inspections		Re-Inspection Fee	Residential re-inspection fee, 1 free inspection per trade	$ 80.00	per instance
Permits & Inspections		Residential Unheated Accessory Buildings	Residential Unheated Accessory Buildings - 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	per instance
Permits & Inspections		Residential Carport	Carport	$100 + trade fees	per instance + trade fees
Permits & Inspections		Residential Decks	Decks- covered, uncovered & screened-in	$150 + trade fees	per instance + trade fees
Permits & Inspections		Residential Unheated Garage Attached/Detached	Residential Unheated Garage Attached/Detached	$100 + trade fees	per instance + trade fees
Permits & Inspections		Residential Permit Renewal	One time renewal of expired permits after issuance of permit with an approved inspection	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	$325 + .30/additional sq ft over 1500	per instance
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Permits & Inspections		Residential Trade Permit Administrative Fee	Administrative fee for processing refunds of residential trade permits. NOTE: No refunds on permits obtained in error. Verify the permit requirements before creating application.	$ 40.00	flat fee
Permits & Inspections		Retaining Walls	Residential retaining walls not part of foundation	$ 150.00	flat fee
Permits & Inspections		Solar Panels	Residential solar panels - ground or roof mounted	$ 150.00	flat fee
Permits & Inspections		Structural Repair	Residential Structural Repair	$ 150.00	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 + $80 additional per trade	flat fee + trade fees
Permits & Inspections		Trade Permits	Residential electrical, mechanical & plumbing permits	$ 80.00	per instance
Permits & Inspections		Trade Permits	Commercial electrical, mechanical & plumbing permits	Based on comm. fees	
Permits & Inspections		Working without permit	Fee for working without proper permits - Residential and Commercial	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	$ 750.00	flat fee
Planning & Development		Cases Requiring a Public Hearing	Zoning Map Amendment	$ 500.00	flat fee
Planning & Development		Cases Requiring a Public Hearing	Zoning Map Amendment - More than 1 lot	$ 25.00	per each additional lot

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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	$ 400.00	flat fee plus an additional $10.00 per each proposed lot/unit
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 500.00	Structures less than 10,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 1,000.00	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	$ 1,500.00	Structures 50,000 sq ft to 100,000 sq ft
Planning & Development		Cases Requiring a Public Hearing	Special Use Permit- Commercial/Office/Industrial Development	$ 2,000.00	Structures more than 100,000 sq ft

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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)	$ 350.00	flat fee
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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/Division Manager/Planning Director or other Ordinance 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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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	$ 1,000.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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 (SPR)	All New Structures, Existing Structure Footprint Changes, and Site Work Projects	$ 25.00	flat fee
Planning & Development		Site Plan Review (SPR)	Residential Resubmittal - This Applies to 3rd and Subsequent Submittals	$ 50.00	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	Stream Buffer Determination - Site Visit	$ 100.00	flat fee
Planning & Development		Stormwater Management	Partial Release of Guarantee of Improvements	$ 100.00	flat fee
Planning & Development		Street Addressing	Address Determination Letter	$ 35.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Planning & Development		Subdivision Application Review Fees	Minor Subdivisions (4-10 Lots)	$ 100.00	flat fee plus additional $10.00 per lot
Planning & Development		Subdivision Application Review Fees	Minor Subdivisions (4-10 Lots) with Hillside Development	$ 100.00	in addition to applicable fees based on current fee schedule
Planning & Development		Subdivision Application Review Fees	Major Subdivisions (11 Lots or More)	$ 200.00	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
Planning & Development		Subdivision Application Review Fees	Revised Plan Review, Major Subdivision	$ 50.00	flat fee
Planning & Development		Subdivision Application Review Fees	Closeout/As-built Drawing Review	$ 100.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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		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
Planning & Development		Zoning "By Right" & Use Subject to Special Requirements	Zoning Determination Letter	$ 35.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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	Facility Rental - Volleyball Court	Fee for renting out various facilities to a nonprofit, school, or government organization	$ 25.00	per hour
Recreation Services	Enka Sports Park	Facility Rental - Bocce Ball Court	Fee for renting out various facilities to a private or for profit organization	$ 25.00	per hour
Recreation Services		Soccer Field Rental - Class 1	For a nonprofit, school, or government organization	$ 40.00	per hour
Recreation Services		Soccer Field Rental - Class 2	For a private or for profit organization	$ 50.00	per hour
Recreation Services		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		River Park Rental- Class 2	Fee for renting out a river park to a private or for profit organization	$ 600.00	per day

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Recreation Services		Large Picnic Shelter	Daily rental of a covered picnic area	$ 100.00	per day
Recreation Services		Small Picnic Shelter		$ 75.00	per day
Recreation Services		Disc Golf Course Rental	Exclusive use of a disc golf course	$600.00 or $120.00	per day or per hour
Recreation Services		Full Park Rental - Class 1	Exclusive park use with fields and restrooms for a non-profit organization	$ 2,500.00	per day
Recreation Services		Full Park Rental - Class 2	Exclusive park use with fields and restrooms for a private organization	$ 3,500.00	per day
Recreation Services		Vendor Fees per Space	A fee charged to vendors selling goods at park events and programs	$ 25.00	per day
Recreation Services		Cleaning Deposit	A deposit/cleaning fee to be refunded once shleter is cleaned out	$ 50.00	per shelter usage
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 without a trailer	For putting one's watercraft on the lake	$ 8.00	per day
Recreation Services	Lake Julian	Boat Launch with trailer	For putting one's larger watercraft that requires a trailer parking on the lake	$ 12.00	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		$ 16.00	per 4 hours

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Recreation Services	Lake Julian	Jon boat all day		$ 30.00	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
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	Wetslip	Additional charge for someone storing their sailboat in the water instead of on a trailer	$ 200.00	per year
Recreation Services	Lake Julian	Pontoon Boat Rental - Class 1	Non-profit usage of the Pontoon Boat	$ 30.00	per hour
Recreation Services	Lake Julian	Pontoon Boat Rental - Class 2	Private usage of the Pontoon Boat	$ 50.00	per hour
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	$ 39.00	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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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	No Charge	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	$ 39.00	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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
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	Pick-up trucks, vans, small trailers (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay at the Landfill: $45/ton corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals. First violation above the 5% limit: $86/ton Second violation or any subsequent violation occurring within 6 months of the first violation: $129/ton	$ 45.00	per ton
Solid Waste	Landfill	Residential Sharps		No charge	per trip
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

Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Solid Waste	Landfill	Trucks, roll-offs, flat beds	All trucks, roll-offs, or flat bed (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay $45/Ton at the Landfill: corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals. First violation above the 5% limit: $86/ton Second violation or any subsequent violation occurring within 6 months of the first violation: $129/ton	$ 45.00	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	Landfill	Uncovered/Unsecured Load	Cars, pick-ups, or trailers	$ 10.00	per load
Solid Waste	Landfill	Uncovered/Unsecured Load	Commercial and all other vehicles	$ 25.00	per load
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

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Solid Waste	Transfer Station	Pick-up trucks, vans, small trailers	Pick-up trucks, vans, small trailers (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay $52/Ton at the Transfer Station: corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals. First violation above the 5% limit: $94/ton Second violation or any subsequent violation occurring within 6 months of the first violation: $141/ton	$ 52.00	per ton
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	All trucks, roll-offs, or flat bed (compacted or otherwise) of solid wastes which contain less than 5% by weight or volume of any of the following wastes will pay $52/Ton at the Transfer Station: corrugated cardboard, untreated wood products suitable for mulching, concrete, cinder blocks, brick, concrete with steel or any type metals. First violation above the 5% limit: $94/ton Second violation or any subsequent violation occurring within 6 months of the first violation: $141/ton	$ 52.00	per ton
Solid Waste	Transfer Station	White Goods		No charge	per trip
Solid Waste	Transfer Station	Uncovered/Unsecured Load	Cars, pick-ups, or trailers	$ 10.00	per load

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Department	Program	Fee Name	Fee Description	FY24 Fee	FY24 unit
Solid Waste	Transfer Station	Uncovered/Unsecured Load	Commercial and all other vehicles	$ 25.00	per load
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#
Tax Collections		Returned Payment Fee	Fee to cover costs of processing returned payments of any type (e.g., check, bank draft)	$25.00 or minimum required by statute	per returned payment
Transportation	Mountain Mobility	Deviated Fixed Route - Single Trip		No charge	per trip
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 2024

Effective 07/01/2023

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

Approved by Buncombe County Health and Human Services Board
01/27/2023

Approved by Board of County Commissioners
XX/XX/XXXX

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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 FY24, effective on July 1, 2023. This Billing Guide for FY24 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 of time not to exceed a total of 30 days per calendar year in one location. 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 FY24

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

Class Title	Min	Mid	Max	Grade	FLSA
Accountant	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Accounting and Reporting Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Accounting Specialist	$ 49,565.85	$ 63,196.48	$ 76,827.07	3002	Exempt
Accounting Supervisor	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Accounting Technician I	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Accounting Technician II	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Accounting Technician III	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Administrative Assistant	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Administrative Coordinator I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Administrative Coordinator II	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Administrative Coordinator III	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Administrative Coordinator IV	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Administrative Support Associate I	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Administrative Support Associate II	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
Administrative Support Associate III	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Administrative Support Associate IV	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Advanced Practice Clinician	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Air Quality Coordinator	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Air Quality Director	$ 97,503.53	$ 124,317.02	$ 151,130.47	3012	Exempt
Air Quality Field Services Program Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Air Quality Permitting Program Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Air Quality Specialist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Appraisal Supervisor	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Apprentice	#N/A	#N/A	#N/A	NG	Non-Exempt
Arson Investigator	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Assistant County Manager	$ 127,807.24	$ 162,954.25	$ 198,101.22	3016	Exempt
Assistant Department Director I	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
Assistant Department Director II	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
Assistant EMS Operations Supervisor	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Assistant Finance Director	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
Assistant Fire Marshal	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Assistant Register of Deeds	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Attorney I	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
Attorney II	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
Attorney Supervisor	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
BCSO Accounting Supervisor	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt

BCSO Accounting Technician II	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
BCSO Accounting Technician III	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
BCSO Accreditation Manager	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
BCSO Administrative Coordinator I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
BCSO Administrative Coordinator II	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
BCSO Administrative Officer	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
BCSO Administrative Support Associate I	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
BCSO Administrative Support Associate II	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
BCSO Administrative Support Associate III	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
BCSO Administrative Support Associate IV	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
BCSO Attorney	$ 97,503.53	$ 124,317.02	$ 151,130.47	3012	Exempt
BCSO Captain	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
BCSO Chief Deputy	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
BCSO Civil Process Administrator	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
BCSO Civil Process Supervisor	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
BCSO Control Room Operator	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
BCSO Courthouse Security	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
BCSO Crime Prevention Supervisor	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
BCSO Crime Scene Investigator	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
BCSO Deputy	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
BCSO Detective	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
BCSO Detention Deputy	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
BCSO Detention Officer	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
BCSO Evidence & Property Manager	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
BCSO Evidence & Property Technician	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
BCSO Executive Lieutenant	$ 30.65	$ 36.79	$ 42.91	2010	Non-Exempt
BCSO Field Investigator	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
BCSO Fleet Manager	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
BCSO Grants Manager	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
BCSO Human Resources Technician	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
BCSO Investigations Administrator	$ 32.80	$ 39.37	$ 45.92	2011	Non-Exempt
BCSO Lieutenant	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
BCSO Logistics Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
BCSO Major	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
BCSO Operations Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
BCSO Patrol Administrator	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
BCSO Personnel and Training Officer	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt

BCSO Preservation Specialist	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
BCSO Public Information Coordinator	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
BCSO Reassurance Coordinator	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
BCSO Security Guard	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
BCSO Senior Citizens Affairs	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
BCSO Sergeant	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
BCSO Sergeant Detective	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
BCSO Sheriff's Data Technician	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
BCSO Warrant Officer	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
BCSP Payroll Technician	$ 23.38	$ 28.07	$ 32.74	2006	Exempt
Benefits Administrator	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Benefits Specialist	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Budget Analyst I	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Budget Analyst II	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Building Maintenance Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Business Administrator I	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Business Administrator II	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Business Administrator III	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
Business Property Appraiser	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Care Coordinator I	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Care Coordinator II	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Care Coordinator Supervisor	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Case Manager	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Cataloger	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Centralized Data Entry Supervisor	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Chief Information Security Officer	$ 103,353.74	$ 131,776.04	$ 160,198.29	3110	Exempt
Classification and Compensation Analyst	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Clerk to the Board	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Code Enforcement Officer I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Code Enforcement Officer II	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Code Enforcement Officer III	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Code Enforcement Officer Supervisor	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Commercial Appraiser	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Communication and Outreach Coordinator	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Communication Supervisor	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Community Development Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Community Development Specialist	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt

Community Employment Case Manager	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Community Health Assistant	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Community Paramedic	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Community Paramedic Program Manager	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Community Services Consultant	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Compensation and Benefits Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Compliance Officer	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	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	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
County Social Services Program Administrator II	$ 97,503.53	$ 124,317.02	$ 151,130.47	3012	Exempt
Customer Service Specialist	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Deputy Clerk to the Board	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Deputy Fire Marshal	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Deputy Register of Deeds I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Deputy Register of Deeds II	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Deputy Register of Deeds Supervisor	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Director I	$ 97,503.53	$ 124,317.02	$ 151,130.47	3012	Exempt
Director II	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Director III	$ 111,631.79	$ 142,330.56	$ 173,029.28	3014	Exempt
Director IV	$ 119,446.02	$ 152,293.69	$ 185,141.33	3015	Exempt
Director of Elections	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Disbursements Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Division Manager I	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Division Manager II	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Elections Coordinator	$ 30.65	$ 36.79	$ 42.91	2009	Non-Exempt
Elections Technical Specialist	$ 28.65	$ 34.39	$ 40.11	2008	Non-Exempt
Electrical Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Emergency Management Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Emergency Services Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Employee Engagement and Communications Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Employee Engagement Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Employee Health Practice Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Employee Relations Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Employee Relations Specialist	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
EMS Medical Director	$ 136,753.75	$ 174,361.05	$ 211,968.31	3017	Exempt
EMS Operations Supervisor	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt

EMT - Advanced	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
EMT - Basic	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
EMT - Paramedic	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Environmental Educator	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Environmental Enforcement Specialist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Environmental Health Administrator	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Environmental Health Program Specialist	$ 30.65	$ 36.79	$ 42.91	2010	Non-Exempt
Environmental Health Specialist I	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Environmental Health Specialist II	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Environmental Health Specialist III	$ 30.65	$ 36.79	$ 42.91	2010	Non-Exempt
Environmental Health Supervisor	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Equity and Inclusion Specialist	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Erosion Control Officer	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Erosion Control Specialist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Executive Assistant to the County Manager	$ 49,565.85	$ 63,196.48	$ 76,827.07	3002	Exempt
Facilities and Construction Coordinator	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Finance Business Analyst	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Finance Director	$ 119,446.02	$ 152,293.69	$ 185,141.33	3015	Exempt
Financial Analyst	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Fire Marshal	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Fiscal Support Specialist	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
General Services Project Manager	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
GIS and Land Records Manager	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
GIS Technician	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Governance, Risk, and Compliance Manager	$ 78,848.07	$ 100,531.31	$ 122,214.51	3106	Exempt
Grants Administrator	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Grants Manager	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Grounds Maintenance Supervisor	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Grounds Techician I	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Grounds Techician II	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Grounds Techician III	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Health Promotions Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Health Services Coordinator	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Heavy Equipment Mechanic Operator	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Heavy Equipment Operator	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
HRIS Analyst	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
HRIS Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt

Human Resources Coordinator	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Human Resources Generalist	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Human Resources Operations Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Human Resources Technician	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
HVAC Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Identification Supervisor	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Identification Technician I	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Identification Technician II	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
Identification Technician III	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Income Maintenance Administrator I	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Income Maintenance Administrator II	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Income Maintenance Caseworker I	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Income Maintenance Caseworker II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Income Maintenance Caseworker III	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Income Maintenance Investigator	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Income Maintenance Resource Specialist	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Income Maintenance Supervisor II	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Income Maintenance Supervisor III	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Information & Communication Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Information and Communication Specialist I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Information and Communication Specialist II	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Information and Communication Specialist III	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Information Technology Administrator I	$ 64,636.52	$ 82,063.50	$ 99,763.45	3103	Exempt
Information Technology Administrator II	$ 68,868.96	$ 87,807.95	$ 106,746.89	3104	Exempt
Information Technology Administrator III	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt
Information Technology Analyst I	$ 60,152.82	$ 76,694.86	$ 93,236.87	3102	Exempt
Information Technology Analyst II	$ 64,636.52	$ 82,063.50	$ 99,763.45	3103	Exempt
Information Technology Developer I	$ 64,636.52	$ 82,063.50	$ 99,763.45	3103	Exempt
Information Technology Developer II	$ 68,868.96	$ 87,807.95	$ 106,746.89	3104	Exempt
Information Technology Developer III	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt
Information Technology Division Manager	$ 96,592.28	$ 123,155.18	$ 149,718.03	3109	Exempt
Information Technology Engineer I	$ 68,868.96	$ 87,807.95	$ 106,746.89	3104	Exempt
Information Technology Engineer II	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt
Information Technology Management Analyst	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt
Information Technology Manager I	$ 78,848.07	$ 100,531.31	$ 122,214.51	3106	Exempt
Information Technology Manager II	$ 84,367.44	$ 107,568.51	$ 130,769.53	3107	Exempt
Information Technology Project Manager	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt

Information Technology Security Analyst I	$ 68,868.96	$ 87,807.95	$ 106,746.89	3104	Exempt
Information Technology Security Analyst II	$ 73,689.79	$ 93,954.50	$ 114,219.17	3105	Exempt
Information Technology Security Analyst III	$ 78,848.07	$ 100,531.31	$ 122,214.51	3106	Exempt
Information Technology Technician I	$ 23.99	$ 28.80	$ 33.59	2101	Non-Exempt
Information Technology Technician II	$ 25.67	$ 30.82	$ 35.94	2102	Non-Exempt
Information Technology Technician III	$ 27.47	$ 32.98	$ 38.46	2103	Non-Exempt
Intern	#N/A	#N/A	#N/A	NG	Non-Exempt
Internal Audit Director	$ 97,503.53	$ 124,317.02	$ 151,130.47	3012	Exempt
Internal Audit Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Internal Auditor	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Investigation, Assessment, and Treatment Social Worker	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Laboratory Technician	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Laborer	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Land Records Technician I	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Land Records Technician II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Landfill Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Landfill Operations Assistant Manager	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Language Access Coordinator	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Language Access Specialist I	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Language Access Specialist II	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Lead Electrical Specialist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Lead Mechanic	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Lead Plumbing Specialist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Lead Recruiter	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Librarian	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Library Assistant	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
Library Branch Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Library Branch Services Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Library Page	#N/A	#N/A	#N/A	NG	Non-Exempt
Library Safety Associate	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Library Services Coordinator	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Library Services Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Library Services Program Coordinator	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Library Special Collections Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Library Substitute	#N/A	#N/A	#N/A	NG	Non-Exempt
Library Technical Services Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Library Youth Services Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt

Licensed Clinical Therapist	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Local Health Director I	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Maintenance Coordinator	$ 49,565.85	$ 63,196.48	$ 76,827.07	3002	Exempt
Maintenance Technician I	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Maintenance Technician II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Maintenance Technician III	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Management Analyst I	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Management Analyst II	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Management Analyst Supervisor	$ 85,163.36	$ 108,583.31	$ 132,003.21	3010	Exempt
Mechanic I	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Mechanic II	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Medical Billing and Coding Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Medical Lab Technologist	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Medical Office Assistant	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Nutrition Program Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Nutritionist I	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Nutritionist II	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Nutritionist Supervisor	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Operations and Facilities Coordinator	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Operations and Facilities Supervisor	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Organizational Development Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Organizational Development Trainer	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Paralegal	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Paralegal Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Park Ranger I	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Park Ranger II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Park Ranger Supervisor	$ 49,565.85	$ 63,196.48	$ 76,827.07	3002	Exempt
Payroll Specialist	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Pharmacist	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
Physician Director II-A	$ 136,753.75	$ 174,361.05	$ 211,968.31	3017	Exempt
Physician III-A	$ 127,807.24	$ 162,954.25	$ 198,101.22	3016	Exempt
Planner I	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Planner II	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Planner III	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Planning Technician	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Plans Reviewer	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Plumbing Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt

Power Plant Operator	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Preparedness Officer	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Pre-Trial Services Coordinator	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Pre-Trial Services Screener	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Pre-Trial Services Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Principal Planner	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Procurement Agent	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Procurement Coordinator	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Procurement Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Procurement Specialist	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Program Coordinator	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Program Manager I	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Program Manager II	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Program Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Property Appraiser I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Property Appraiser II	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Property Appraiser III	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Public Health Nurse Administrator	$ 91,124.80	$ 116,184.14	$ 141,243.43	3011	Exempt
Public Health Nurse I	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Public Health Nurse II	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Public Health Nurse III	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Public Health Nurse Supervisor I	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Public Health Nurse Supervisor II	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Public Information Assistant	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Public Relations Coordinator	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Public Safety Communications Call Taker	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Public Safety Communications Operations Manager - Fire/Medical	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Public Safety Communications Operations Manager - Law Enforcement	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Public Safety Telecommunicator I	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Public Safety Telecommunicator II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Public Safety Telecommunicator Supervisor	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Public Safety Training and Security Manager	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Public Safety Training Facility Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Public Safety Training Facility Technician	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Quality Assurance Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Quality Assurance Specialist I	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Quality Assurance Specialist II	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt

Recreation Planner	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Recreation Services Facility Assistant	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Recreation Services Program Coordinator	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Recreation Services Program Manager	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Recreation Services Project Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Recruiter	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Recruitment Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Register of Deeds	#N/A	#N/A	#N/A	NG	Exempt
Risk Manager	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Safety Officer	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Safety, Preparedness, and Recovery Officer	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Scale House Supervisor	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Senior Accountant	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Senior Air Quality Specialist	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Senior Attorney I	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Senior Attorney II	$ 111,631.79	$ 142,330.56	$ 173,029.28	3014	Exempt
Senior Attorney III	$ 119,446.02	$ 152,293.69	$ 185,141.33	3015	Exempt
Sheriff	#N/A	#N/A	#N/A	NG	Exempt
Social Services Program Coordinator	$ 69,518.67	$ 88,636.33	$ 107,753.94	3007	Exempt
Social Work Program Manager	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Social Work Supervisor II	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Social Work Supervisor III	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Social Worker I	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Social Worker II	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Social Worker III	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Soil Conservationist I	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Soil Conservationist II	$ 28.65	$ 34.39	$ 40.11	2009	Non-Exempt
Soil Scientist	$ 30.65	$ 36.79	$ 42.91	2010	Non-Exempt
Solid Waste Coordinator	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Solid Waste Environmental Specialist	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Solid Waste Manager (Engineering)	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Solid Waste Manager (Operations)	$ 79,591.93	$ 101,497.73	$ 123,367.48	3009	Exempt
Solid Waste Scale Operator	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Staff Development Manager	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	
Staff Development Specialist	$ 53,035.46	$ 67,620.23	$ 82,204.96	3003	Exempt
Stormwater Engineer/Hydrogeologist	$ 74,384.98	$ 94,840.87	$ 115,296.71	3008	Exempt
Stormwater Technician	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt

Systems Specialist	$ 19.09	$ 22.92	$ 26.72	2003	Non-Exempt
Tax Assessor	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Tax Collections Clerk	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
Tax Collections Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Tax Collector	$ 104,328.78	$ 133,019.21	$ 161,709.61	3013	Exempt
Tax Data Collector	$ 17.84	$ 21.42	$ 24.98	2002	Non-Exempt
Tax Revenue Collector I	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Tax Revenue Collector II	$ 23.38	$ 28.07	$ 32.74	2006	Non-Exempt
Tax Systems Analyst	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Tax Systems Technician	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Training Officer	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Transfer Station Assistant Manager	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Transfer Station Manager	$ 64,970.72	$ 82,837.69	$ 100,704.62	3006	Exempt
Transfer Station Operator	$ 16.67	$ 20.02	$ 23.34	2001	Non-Exempt
Transfer Truck Driver I	$ 20.43	$ 24.52	$ 28.60	2004	Non-Exempt
Transfer Truck Driver II	$ 21.86	$ 26.24	$ 30.60	2005	Non-Exempt
Vehicle Maintenance Supervisor	$ 56,747.94	$ 72,353.65	$ 87,959.31	3004	Exempt
Veterans Service Officer I	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt
Veterans Service Officer II	$ 26.77	$ 32.14	$ 37.48	2008	Non-Exempt
Veterans Service Officer Supervisor	$ 60,720.30	$ 77,418.40	$ 94,116.46	3005	Exempt
Website Administrator	$ 68,868.96	$ 87,807.95	$ 106,746.89	3104	Exempt
Zoning and Code Compliance Officer	$ 25.02	$ 30.04	$ 35.03	2007	Non-Exempt

BUNCOMBE COUNTY SALARY SCHEDULE WITH QUARTILES

July 1, 2023

SALARY	1ST	QUARTILE	2ND	QUARTILE	3RD	QUARTILE	4TH	QUARTILE
GRADE	minimum	maximum	minimum	maximum	minimum	maximum	minimum	maximum
2001	$ 16.67	$ 18.34	$ 18.35	$ 20.01	$ 20.02	$ 21.69	$ 21.70	$ 23.34
2002	$ 17.84	$ 19.62	$ 19.63	$ 21.41	$ 21.42	$ 23.20	$ 23.21	$ 24.98
2003	$ 19.09	$ 21.00	$ 21.01	$ 22.91	$ 22.92	$ 24.83	$ 24.84	$ 26.72
2004	$ 20.43	$ 22.47	$ 22.48	$ 24.51	$ 24.52	$ 26.56	$ 26.57	$ 28.60
2005	$ 21.86	$ 24.04	$ 24.05	$ 26.23	$ 26.24	$ 28.42	$ 28.43	$ 30.60
2006	$ 23.38	$ 25.72	$ 25.73	$ 28.06	$ 28.07	$ 30.41	$ 30.42	$ 32.74
2007	$ 25.02	$ 27.52	$ 27.53	$ 30.03	$ 30.04	$ 32.54	$ 32.55	$ 35.03
2008	$ 26.77	$ 29.45	$ 29.46	$ 32.13	$ 32.14	$ 34.82	$ 34.83	$ 37.48
2009	$ 28.65	$ 31.51	$ 31.52	$ 34.38	$ 34.39	$ 37.25	$ 37.26	$ 40.11
2010	$ 30.65	$ 33.72	$ 33.73	$ 36.78	$ 36.79	$ 39.86	$ 39.87	$ 42.91
2011	$ 32.80	$ 36.08	$ 36.09	$ 39.36	$ 39.37	$ 42.65	$ 42.66	$ 45.92
2101	$ 23.99	$ 26.39	$ 26.41	$ 28.79	$ 28.80	$ 31.20	$ 31.21	$ 33.59
2102	$ 25.67	$ 28.24	$ 28.25	$ 30.81	$ 30.82	$ 33.39	$ 33.40	$ 35.94
2103	$ 27.47	$ 30.22	$ 30.23	$ 32.97	$ 32.98	$ 35.72	$ 35.73	$ 38.46
3001	$ 46,323.23	$ 52,692.67	$ 52,692.68	$ 59,062.12	$ 59,062.13	$ 65,431.58	$ 65,431.59	$ 71,801.00
3002	$ 49,565.85	$ 56,381.16	$ 56,381.17	$ 63,196.47	$ 63,196.48	$ 70,011.79	$ 70,011.80	$ 76,827.07
3003	$ 53,035.46	$ 60,327.84	$ 60,327.85	$ 67,620.22	$ 67,620.23	$ 74,912.61	$ 74,912.62	$ 82,204.96
3004	$ 56,747.94	$ 64,550.78	$ 64,550.80	$ 72,353.64	$ 72,353.65	$ 80,156.49	$ 80,156.50	$ 87,959.31
3005	$ 60,720.30	$ 69,069.34	$ 69,069.35	$ 77,418.39	$ 77,418.40	$ 85,767.44	$ 85,767.45	$ 94,116.46
3006	$ 64,970.72	$ 73,904.19	$ 73,904.20	$ 82,837.68	$ 82,837.69	$ 91,771.16	$ 91,771.17	$ 100,704.62
3007	$ 69,518.67	$ 79,077.49	$ 79,077.50	$ 88,636.31	$ 88,636.33	$ 98,195.14	$ 98,195.15	$ 107,753.94
3008	$ 74,384.98	$ 84,612.91	$ 84,612.92	$ 94,840.86	$ 94,840.87	$ 105,068.80	$ 105,068.81	$ 115,296.71
3009	$ 79,591.93	$ 90,535.81	$ 90,535.83	$ 101,479.72	$ 101,479.73	$ 112,423.62	$ 112,423.63	$ 123,367.48
3010	$ 85,163.36	$ 96,873.32	$ 96,873.33	$ 108,583.29	$ 108,583.31	$ 120,293.27	$ 120,293.28	$ 132,003.21
3011	$ 91,124.80	$ 103,654.45	$ 103,654.47	$ 116,184.12	$ 116,184.14	$ 128,713.79	$ 128,713.81	$ 141,243.43
3012	$ 97,503.53	$ 110,910.27	$ 110,910.28	$ 124,317.01	$ 124,317.02	$ 137,723.76	$ 137,723.77	$ 151,130.47
3013	$ 104,328.78	$ 118,673.98	$ 118,674.00	$ 133,019.20	$ 133,019.21	$ 147,364.42	$ 147,364.43	$ 161,709.61
3014	$ 111,631.79	$ 126,981.16	$ 126,981.17	$ 142,330.55	$ 142,330.56	$ 157,679.93	$ 157,679.94	$ 173,029.28
3015	$ 119,446.02	$ 135,869.85	$ 135,869.86	$ 152,293.68	$ 152,293.69	$ 168,717.52	$ 168,717.53	$ 185,141.33
3016	$ 127,807.24	$ 145,380.73	$ 145,380.75	$ 162,954.24	$ 162,954.25	$ 180,527.75	$ 180,527.76	$ 198,101.22
3017	$ 136,753.75	$ 155,557.39	$ 155,557.40	$ 174,361.04	$ 174,361.05	$ 193,164.69	$ 193,164.70	$ 211,968.31

3101	$ 56,217.59	$ 63,947.51	$ 63,947.52	$ 71,677.43	$ 71,677.44	$ 79,407.36	$ 79,407.37	$ 87,137.26
3102	$ 60,152.82	$ 68,423.83	$ 68,423.84	$ 76,694.85	$ 76,694.86	$ 84,965.88	$ 84,965.89	$ 93,236.87
3103	$ 64,363.52	$ 73,213.50	$ 73,213.51	$ 82,063.49	$ 82,063.50	$ 90,913.49	$ 90,913.50	$ 99,763.45
3104	$ 68,868.96	$ 78,338.44	$ 78,338.45	$ 87,807.94	$ 87,807.95	$ 97,277.43	$ 97,277.44	$ 106,746.89
3105	$ 73,689.79	$ 83,822.13	$ 83,822.15	$ 93,954.49	$ 93,954.50	$ 104,086.85	$ 104,086.86	$ 114,219.17
3106	$ 78,848.07	$ 89,689.68	$ 89,689.69	$ 100,531.30	$ 100,531.31	$ 111,372.92	$ 111,372.93	$ 122,214.51
3107	$ 84,367.44	$ 95,967.96	$ 95,967.97	$ 107,568.49	$ 107,568.51	$ 119,169.03	$ 119,169.04	$ 130,769.53
3108	$ 90,273.16	$ 102,685.72	$ 102,685.73	$ 115,098.29	$ 115,098.30	$ 127,510.86	$ 127,510.87	$ 139,923.39
3109	$ 96,592.28	$ 109,873.72	$ 109,873.73	$ 123,155.17	$ 123,155.18	$ 136,436.62	$ 136,436.63	$ 149,718.03
3110	$ 103,353.74	$ 117,564.88	$ 117,564.89	$ 131,776.03	$ 131,776.04	$ 145,987.18	$ 145,987.19	$ 160,198.29
3111	$ 110,588.50	$ 125,794.42	$ 125,794.43	$ 141,000.35	$ 141,000.36	$ 156,206.28	$ 156,206.29	$ 171,412.17

Class Title	Grade	FLSA
Apprentice	NG	Non-Exempt
Assistant Department Director I	3010	Exempt
Assistant Department Director II	3011	Exempt
BCSO Accounting Supervisor	3003	Exempt
BCSO Accounting Technician II	2004	Non-Exempt
BCSO Accounting Technician III	2005	Non-Exempt
BCSO Accreditation Manager	3004	Exempt
BCSO Administrative Coordinator I	2006	Non-Exempt
BCSO Administrative Coordinator II	2007	Non-Exempt
BCSO Administrative Support Associate I	2001	Non-Exempt
BCSO Administrative Support Associate II	2002	Non-Exempt
BCSO Administrative Support Associate III	2003	Non-Exempt
BCSO Administrative Support Associate IV	2004	Non-Exempt
BCSO Attorney	3012	Exempt
BCSO Grants Manager	3004	Exempt
BCSO Human Resources Technician	2006	Non-Exempt
BCSO Logistics Manager	3007	Exempt
BCSO Operations Manager	3008	Exempt
BCSO Payroll Technician	2006	Exempt
BCSO Public Information Coordinator	2008	Non-Exempt
Community Employment Case Manager	2006	Non-Exempt
Compensation and Benefits Manager	3009	Exempt
Employee Engagement and Communications Manager	3008	Exempt
Health Promotions Manager	3008	Exempt
Human Resources Operations Manager	3009	Exempt
Income Maintenance Resource Specialist	2007	Non-Exempt
Intern	NG	Non-Exempt
Lead Mechanic	2007	Non-Exempt
Management Analyst II	3009	Exempt
Paralegal Supervisor	3004	Exempt
Public Safety Communications Call Taker	2001	Non-Exempt
Public Safety Training and Security Manager	3009	Exempt
Recreation Project Manager	3006	Exempt
Recruitment Manager	3008	Exempt
Staff Development Manager	3005	Exempt

Class Title	Grade	FLSA
Division Manager III	3010	Exempt
EMT - Advanced II	2003	Non-Exempt
EMT - Paramedic II	2005	Non-Exempt
Librarian III	3005	Exempt
Librarian IV	3006	Exempt

Class Title	Grade	FLSA	Addition/Change
BCSO Administrative Officer	3005	Exempt	Change title to include BCSO
BCSO Captain	3006	Exempt	Change title to include BCSO
BCSO Chief Deputy	3011	Exempt	Change title to include BCSO
BCSO Civil Process Administrator	3007	Exempt	Change title to include BCSO
BCSO Civil Process Supervisor	2008	Non-Exempt	Change title to include BCSO
BCSO Control Room Operator	2002	Non-Exempt	Change title to include BCSO
BCSO Courthouse Security	2004	Non-Exempt	Change title to include BCSO
BCSO Crime Prevention Supervisor	2006	Non-Exempt	Change title to include BCSO
BCSO Crime Scene Investigator	2007	Non-Exempt	Change title to include BCSO
BCSO Deputy	2005	Non-Exempt	Change title to include BCSO
BCSO Detective	2008	Non-Exempt	Change title to include BCSO
BCSO Detention Deputy	2005	Non-Exempt	Change title to include BCSO
BCSO Detention Officer	2004	Non-Exempt	Change title to include BCSO
BCSO Evidence & Property Manager	2007	Non-Exempt	Change title to include BCSO
BCSO Evidence & Property Technician	2004	Non-Exempt	Change title to include BCSO
BCSO Executive Lieutenant	2010	Non-Exempt	Change title to include BCSO
BCSO Field Investigator	2006	Non-Exempt	Change title to include BCSO
BCSO Fleet Manager	2009	Non-Exempt	Change title to include BCSO
BCSO Investigations Administrator	2011	Non-Exempt	Change title to include BCSO
BCSO Lieutenant	2009	Non-Exempt	Change title to include BCSO
BCSO Major	3010	Exempt	Change title to include BCSO
BCSO Patrol Administrator	3006	Exempt	Change title to include BCSO
BCSO Personnel and Training Officer	2009	Non-Exempt	Change title to include BCSO
BCSO Preservation Specialist	2003	Non-Exempt	Change title to include BCSO
BCSO Reassurance Coordinator	2002	Non-Exempt	Change title to include BCSO
BCSO Security Guard	2001	Non-Exempt	Change title to include BCSO
BCSO Senior Citizens Affairs	2001	Non-Exempt	Change title to include BCSO
BCSO Sergeant	2007	Non-Exempt	Change title to include BCSO
BCSO Sergeant Detective	2009	Non-Exempt	Change title to include BCSO
BCSO Sheriff's Data Technician	2005	Non-Exempt	Change title to include BCSO
BCSO Warrant Officer	2001	Non-Exempt	Change title to include BCSO
Community Development Manager	3006	Exempt	Change to title from Community Development Specialist II

Class Title	Grade	FLSA	Addition/Change
Employee Health Practice Manager	3008	Exempt	Change Title from Public Health Nurse Supervisor II
EMT - Advanced	2005	Non-Exempt	Change title from EMT - Advanced I
EMT -Paramedic	2006	Non-Exempt	Change title from EMT - Paramedic I
Erosion Control Specialist	2008	Non-Exempt	Change title from Erosion Control Technician
General Services Project Manager	3010	Exempt	Change title from General Services Facilities/Project Manager
Human Resources Generalist	2007	Non-Exempt	Change from Human Resources Technician II
Human Resources Technician	2006	Non-Exempt	Change Title from Human Resourrces Technician I
Librarian	2004	Non-Exempt	Change title from Library Specialist
Library Branch Manager	3007	Exempt	Change title from Libarian II
Library Services Coordinator	2007	Non-Exempt	Change title from Librarian I
Library Special Collections Manager	3007	Exempt	Change title from Librarian II
Management Analyst I	3008	Exempt	Change title from Management Analyst
Organizational Development Trainer	3006	Exempt	Change title from Organizational Development Specialist
Pre-Trial Services Coordinator	2007	Non-Exempt	Change title from Pre-Trial Release Coordinator
Pre-Trial Services Supervisor	3004	Exempt	Change title from Pre-Trial Release Supervisor
Public Safety Communications Operations Manager - Fire/Medical	3006	Exempt	Change title from Telecommunications Supervisor
Public Safety Communications Operations Manager - Law Enforcement	3006	Exempt	Change title from Telecommunications Supervisor
Public Safety Telecommunicator I	2004	Non-Exempt	Change title from Telecommunicator I
Public Safety Telecommunicator II	2005	Non-Exempt	Change title from Telecommunicator II
Public Safety Telecommunicator Supervisor	2007	Non-Exempt	Change title from Telecommunicator III
Stormwater Specialist	2008	Non-Exempt	Change title from Stormwater Technician

BUNCOMBE COUNTY
ORDINANCE MAKING APPROPRIATIONS TO THE CAPITAL PROJECTS FUNDS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023

BE IT ORDAINED by the Board of County Commissioners of Buncombe County, North Carolina this the 20th day of June, 2023:

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, 2023. This increases the expenses for FY2024 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	**$** 6,881,723	
Interfund Transfer	5,000,000	
Capital Plan Maintenance	3,877,202	
Total Project Appropriations	**$15,758,925**	
Sales Tax		$15,758,925
Total Revenue		**$15,758,925**

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, 2023. 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	$23,588,045	
Total Project Appropriations	**$23,588,045**	
Sales Tax		$23,588,045
Total Revenue		**$23,588,045**

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, 2023. 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	$21,919,146	
Total Project Appropriations	**$21,919,146**	
Sales Tax		$21,919,146
Total Revenue		**$21,919,146**

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, 2023. This appropriates budget for the projects approved as part of the FY2024 Capital Plan. Through the capital planning process, projects identified for debt financing total $39,091,921 and $2,561,117 in projects to be paid from prior general fund contributions.

FUND	APPROPRIATION	REVENUE
Capital Projects Fund:		
FY24 Fire Station Alerting/Paging	$ 2,000,000	
FY24 Comprehensive Facility Assessment Renovation & Repair	1,235,625	
FY24 County Courthouse Renovation & Repair	15,096,571	
FY24 Detention Center Facility Assessment Renovation & Repair	1,325,492	
FY24 New Storage Facility	4,212,000	
FY24 35 Woodfin Renovation for Forward Facing Facility	8,250,000	
FY24 Countywide Paving	3,033,350	
FY24 200 College St. Renovation	2,500,000	
FY23 Solar on Schools & Public Buildings	4,000,000	
Total Project Appropriations	**$41,653,038**	
Debt Proceeds		$39,091,921
Interfund Transfer Revenue		2,561,117
Total Revenue		**$41,653,038**

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, 2023.

FUND	APPROPRIATION	REVENUE
Special Projects Fund:		
Affordable Housing Service Program (FY24)	$4,064,714	
Affordable Housing Service Program (FY23)	(1,748,502)	
Affordable Housing Service Program (FY22)	(4,367)	
Reparations	510,000	
Future Conservation Easements	750,000	
Early Childhood Education	3,896,756	
Total Project Appropriations	**$7,468,601**	
Transfers from Other Funds		$7,468,601
Total Revenue		**$7,468,601**

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, 2023. Through the capital planning process, the Solid Waste department will seek to replace the scale at the landfill.

FUND	APPROPRIATION	REVENUE
Solid Waste Capital Projects Fund:		
Landfill Scale Replacement	$104,162	
Total Project Appropriations	**$104,162**	
Transfers from Other Funds		$104,162
Total Revenue		**$104,462**

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, 2023.

FUND	APPROPRIATION	REVENUE
Grant Projects Fund:		
Behavioral Health Planning Grant	$50,000	
NC PRO ERA2 Grant	77,472	
ERA2 (Emergency Rental Assistance Round 2)	391,021	
FY24 JCPC (Juvenile Crime Prevention Council)	678,058	
Communicable Disease Expansion Funds	728,064	
Total Grant Appropriations	**$1,924,615**	
Transfers from Other Funds		$211,053
Grant Revenue		50,000
Intergovernmental Revenue		1,663,562
Total Revenue		**$1,924,615**

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, 2023. This budget ordinance authorizes the expenditure of Opioid Settlement Funds in the amounts listed below, for the purposes listed below. This amount of revenue is within the amount prescribed for Buncombe County for FY2024-26 by the North Carolina Opioid Settlement.

FUND	APPROPRIATION	REVENUE
Opioid Settlement Fund:		
Option A #1 Collaborative Strategic Planning FY24-26 – through June 30, 2026	$713,482	
Option A #1 Collaborative Strategic Planning FY24 – through June 30, 2024	$125,000	
Option A #3 Recovery Support Services FY24-FY26 – through June 30, 2026	$2,246,305	
Option A #3 Recovery Support Services FY24 – through June 30, 2024	$1,512,882	
Option A #7 Naloxone Distribution FY24-FY26 – through June 30, 2026	$150,000	
Option A #7 Naloxone Distribution FY24 – through June 30, 2024	$167,297	
Fund 229 – Program Support	(1,529,601)	
Total Opioid Settlement Strategy Appropriations	**$3,385,365**	
Opioid Settlement Funds		$3,385,365
Total Revenue		**$3,385,365**

Section 9: The following is hereby appropriated and revenues estimated to be available for the Housing/Open Space Bond Projects Fund for the fiscal year beginning July 1, 2023.

FUND	APPROPRIATION	REVENUE
Housing/Open Space Bond Projects Fund:		
2022 GO Bonds - Redwood Commons	$ 1,826,000	
2022 GO Bonds - Meribel	8,468,195	
2022 GO Bonds - Lakeshore Villas	2,600,000	
Total Project Appropriations	**$12,894,195**	
Bond Proceeds		$12,894,195
Total Revenue		**$12,894,195**

Section 10: Pursuant to Section 1.150-2 of the Treasury Regulations, this declaration is made of the County's official intent to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures referenced in Reimbursement Resolutions presented to and approved by the Board of Commissioners on February 7, 2023, and subsequent Reimbursement Resolutions that may be presented and approved by the Board in accordance with relevant Treasury Regulations.

All expenditures relating to obtaining the bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirement of the United States Treasury Regulations Section 1.150-2.

Section 11: 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 20th day of June, 2023 to be effective July 1, 2023.

Attest:

Tamara Laycock

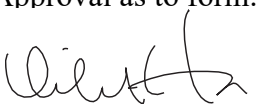
Clerk to the Board

Buncombe County Board of Commissioners:

Brownie Newman

Brownie Newman, Chairman

Approval as to form:



Attorney

FY2024 Budget Adoption

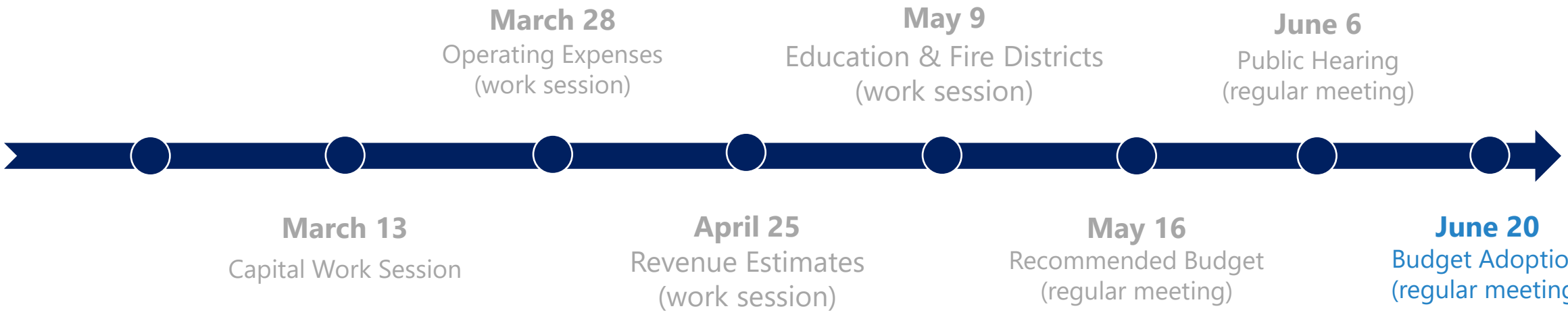
Presented by

John Hudson, Budget Director

June 20, 2023

GS §14-234.3

Budget Process



Public Safety

$6.6 million new investments in areas such as inmate medical care and other Sheriff's Office training and supplies, Family Justice Center partners, Training Center equipment and maintenance, and twenty-four (24) new positions

Homelessness & Continuum of Care

$698,000 investment in areas such as Homeward Bound funding through VAYA Health, contract for Library-Based Outreach and Coordinated Assessment, Code Purple contract, and two (2) new positions

Early Childhood Education Workforce Development

$3.9 million investment in Pre-K

Infrastructure (Unincorporated. & Growth Areas)

$437,000 investment in areas such as investment in water quality, master planning partnership, and three (3) new positions

Consolidation of School Systems

Parties agreed to revisit at a later date because of the impending arrival of a new Superintendent for Asheville City Schools and its newly elected board

Strategic Initiatives

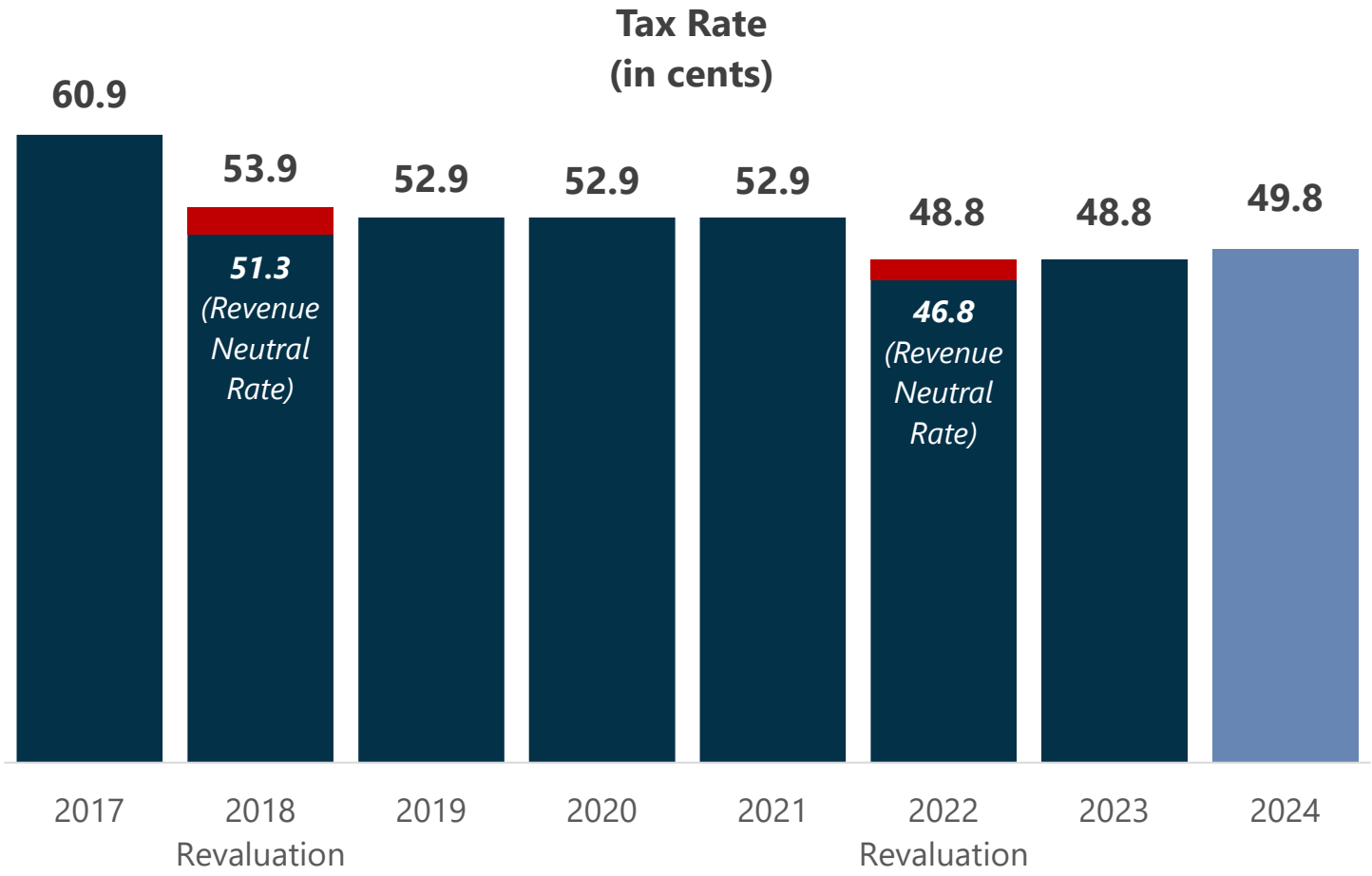
Category	FY24 Recommended
Existing Strategic Initiatives	
Affordable Housing Contribution*	$2.3M
Conservation Easements	$750K
Early Childhood Education	$3.9M
Education Special Projects (K-12)	$80K
Economic Development Incentives	$3.9M
Homeowner Assistance Grants	$465K
Reparations	$510K
Septic Repair	$75K
New Strategic Initiatives	
Clean Water Fund/Watershed Management	$142K
McCormick Field Contribution	$250K
Green Bank	$100K
Total	**$12.5M**

Program		Amount
Home and Community Care Block Grant Funding/Supplemental Aging Funds	$	2,200,000
Strategic Partnership Grants	$	900,000
Juvenile Crime Prevention Council Funding	$	644,477
Isaac Coleman Economic Community Investment Grants	$	500,000
Tipping Point Grants	$	100,000
Community Recreation Grants	$	99,655
Total	**$**	**4,444,132**

Note: The full list of awardees can be found in Appendix A of the FY2024 Recommended Budget in Brief

Cost of Living Adjustment

FY2024 Recommended General Fund Budget



The value of a penny at the collection rate is $5,109,667

Education System	FY2024 Recommended	Explanation
Buncombe County Schools	86.6	Funding Formula + Phase 2 Salary Study
Asheville City Schools	16.1	Allocation to ACS
Grand Total	**102.8**	

The funding formula for education is an annual increase equivalent to the unrestricted revenue growth rate, 3.35% this year.

Note: Numbers above may not total due to rounding

FY2024 Recommended	Components (After State Budget)
102.8	Budgeted Allocation
1.0	Budget Revisions
4.4	Anticipated State Increase
5.1	Additional 1¢ Property Tax
Up to 113.3	

FY2024 Recommended General Fund Budget

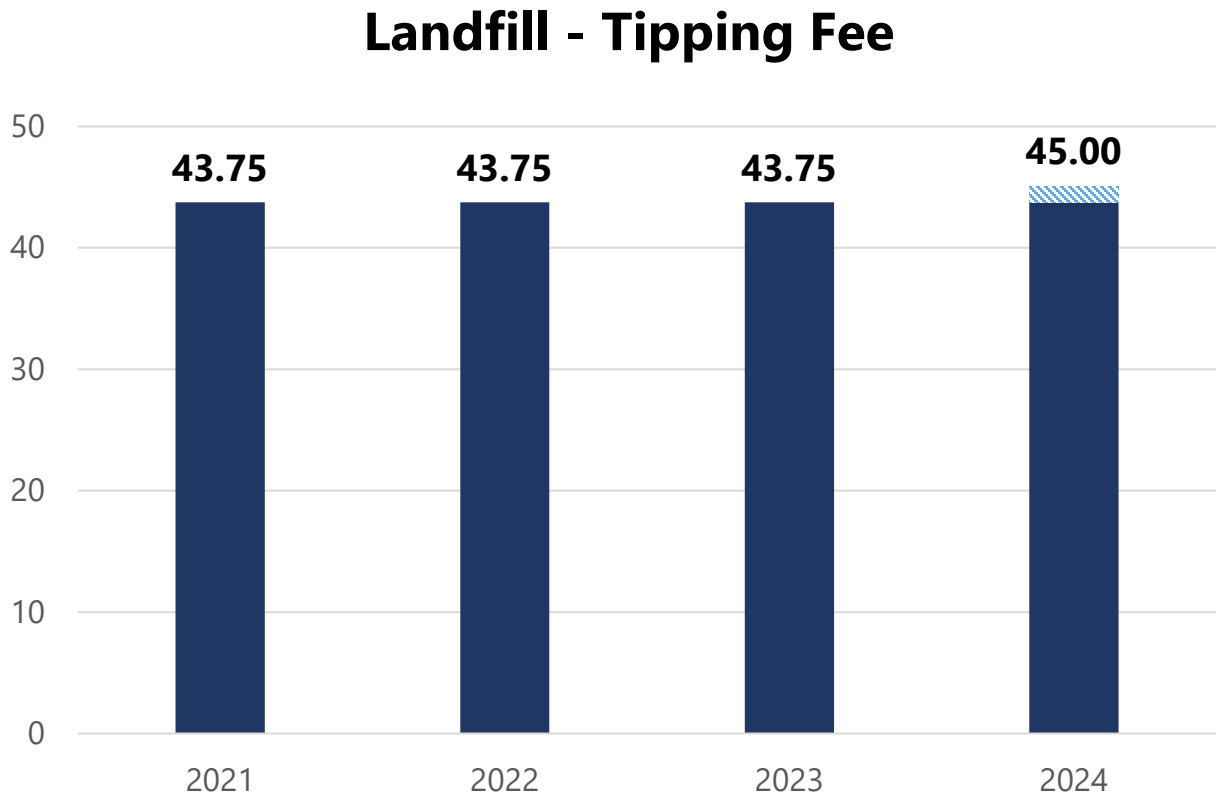
(millions of $)

	Amount	Percentage Increase	Explanation
FY2023 Amended	**$409.1**		
FY2024 on May 16th	**$423.6**	**3.5%**	All functions other than education: 2.6% increase
FY2024 Today	**$430.4**	**5.2%**	Medicaid Expansion Additional 1¢

Tax District	FY2023 Tax Rate	FY2024 Requested Tax Rate	FY2024 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	22.00	22.00	22.00
Broad River	16.00	16.00	16.00
East Buncombe	10.69	10.69	10.69
Enka-Candler	10.50	**12.00**	**12.00**
Fairview	14.50	14.50	14.50
French Broad	17.20	**22.20**	**22.20**
Garren Creek	13.84	13.84	13.84
Jupiter	10.75	**12.75**	**12.75**

Tax District	FY2023 Tax Rate	FY2024 Requested Tax Rate	FY2024 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	**16.60**	**16.60**
Skyland	9.80	9.80	9.80
Swannanoa	14.00	14.00	14.00
Upper Hominy	16.56	**19.00**	**19.00**
West Buncombe	13.50	13.50	13.50
Woodfin	10.59	10.59	10.59

FY24 Recommended Capital Projects	Amount	Proposed Funding
35 Woodfin St. Renovation for Forward Facing Building	8.3	Debt
200 College St. Renovation	2.5	Debt
Comprehensive Facility Assessment Renovation & Repair	1.2	Capital Funds
County Courthouse Repair	15.1	Debt
Countywide Paving (includes Lake Julian Park)	3.0	Debt
Detention Center Facility Assessment Renovation & Repair	1.3	Capital Funds
Fire Station Alerting/Paging	2.0	Debt
New Storage Facility - Design	4.2	Debt
Total	**37.7**	



Expenditures **$15,740,861**

Capital

Landfill Scale	**$104,162**
Replacement 850L Dozer (Landfill)	**$480,000**

Organization Name	Project Name	FY2024 Recommended	Units
Buckeye Community Hope Foundation	Redwood Commons	1.8	70
LDG Multifamily, LLC	Meribel	8.5	156
Mountain Housing Opportunities, Inc.	Lakeshore Villas	2.6	120
		12.9	**346**

Strategy	Amount
Collaborative Strategic Planning	$ 838,482
Behavioral Health Manager and Analyst through FY26	
Contracted Medical Substance Use Professional - 6 months	
Nurse Navigation/Diversion Feasability Study	
Recovery Support Services	$ 3,759,187
Peer Support Coordinator through FY26	
Contracted Licensed Therapist and Three (3) Peer Support Specialists through FY26	
Contracted Reentry Team Program Manager and (3) Case Managers through FY24	
Funds that address Social Determinants of Health needs through FY26	
Substance Use Services Coordinator through FY26	
Community Paramedic Program Supervisor through FY24	
Three (3) Community Paramedic Supervisors through FY24	
Three (3) Community Paramedics through FY24	
Two (2) Community Paramedic vehicles and associated operating supplies through FY24	
Naloxone Distribution	$ 317,297
Naloxone and associated medical supplies through FY26	
Inclusive Engagement Coordinator through FY24	
Education and outreach materials through FY24	
Total	**$4,914,966**

This recommendation includes eight (8) new positions in the Opioid Settlement Fund to expand our fatal overdose response

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: June 20, 2023

New Business

Department: General Services **Presenter(s):** John Hudson, Budget

Contact(s): Michael Mace, General Services
Robert Brown, General Services

Subject: Budget Amendment for West Asheville EMS Base Design

Brief Summary: This budget amendment is to establish a project to explore potential siting and construction of an EMS Base in West Asheville. The project will initially consist of the following scope:

1) Conduct a feasibility study of the 4.77 acre Asheville Primary School site to determine the best use opportunities for the site to accommodate both Asheville City Schools and Buncombe County.

2) Placement of a temporary mobile EMS base on the Asheville Primary School site.

The total cost of this project is $650,000, including $150,000 for the feasibility study and $500,000 for the temporary EMS base. General Services requests to reallocate $650,000 from the existing FY23 EMS Base Construction project in order to fund this project, which would reduce the FY23 EMS Base Construction project budget from $7,250,000 to $6,600,000. No new County funding is required.

In addition, General Services requests to amend the scope of the FY23 EMS Base Construction project to be for the construction of a permanent EMS Eastern Base to be located near Owen Pool.

Recommended Motion & Requested Action: Approve capital project, approve budget amendment, and approve change of project scope for FY23 EMS Base Construction project

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

ORDINANCE #23-06-17

BUNCOMBE COUNTY, NORTH CAROLINA

Capital Projects Ordinance

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Project Name:	Establish West Asheville EMS Base Design Project

Description:

This budget amendment is to establish a project to explore potential siting and construction of a EMS Base in West Asheville. The project will initially consist of the following scope:
1) Conduct a feasibility study of the 4.77 acre Asheville Primary School site to determine the best use opportunities for the site to accommodate both Asheville City Schools and Buncombe County.
2) Placement of a temporary mobile EMS base on the Asheville Primary School site.

The total cost of this project is $650,000, including $150,000 for the feasibility study and $500,000 for the temporary EMS base. General Services requests to reallocate $650,000 from the existing FY23 EMS Base Construction project in order to fund this project, which would reduce the FY23 EMS Base Construction project budget from $7,250,000 to $6,600,000. No new County funding is required.

Funding Source:

No new funding required

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
FY23 EMS Base Construction	$ (650,000)	$ (650,000)
FY23 West Asheville EMS Base Design	$ 650,000	$ 650,000
TOTAL	$ -	$ -

ATTEST:

Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By:

Chairman of the Board

Request for Reallocation of FY23 Budget Item

Presented by

Robert Brown

General Services

FY23 Capital Project

Department	Project	Amount	Funding Source
Emergency Services	Emergency Services Base Construction	$7,250,000	Debt

Proposed Reallocation of Funds

Establish a new capital project to explore potential siting and construction of a EMS Base in West Asheville. The project will initially consist of the following scope:

1. Conducting a feasibility study of the 4.77-acre Asheville Primary School site to determine the best use opportunities for the site to accommodate both Asheville City Schools and Buncombe County.
2. Placement of a temporary mobile EMS base on the Asheville Primary School site.

The total cost of this project is $650,000, including $150,000 for the feasibility study and $500,000 for the temporary EMS base. General Services requests to reallocate $650,000 from the existing FY23 EMS Base Construction project in order to fund this project, which would reduce the FY23 EMS Base Construction project budget from $7,250,000 to $6,600,000. No new County funding is required.

In addition, General Services requests to amend the scope of the FY23 EMS Base Construction project to be for the construction of a permanent EMS Eastern Base to be located near Owen Pool

The EMS study prioritizes 5 areas to improve service and response times. Three of those areas will be improved with the addition of the McCormick station, leaving West Asheville and the Swannanoa/Black Mtn area in need of new stations.

Status of Priority EMS Bases

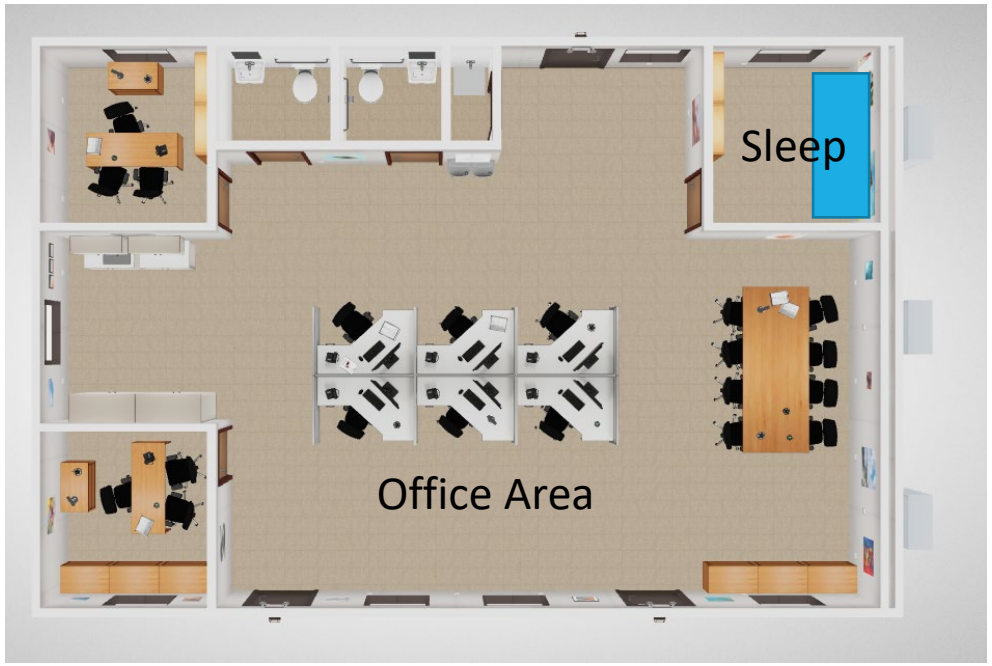
Base Location	EMS Study notes	Project Status
South Asheville	Impacted by addition of McCormick EMS Station	40 McCormick designer selected
Downtown	Impacted by addition of McCormick EMS Station	40 McCormick designer selected
West Asheville		Temp base planned to expedite service while final location is determined through the Asheville Primary Study.
Skyland/Southern Asheville	Impacted by addition of new ambulance nearby and McCormick EMS Station	40 McCormick designer selected
Swannanoa/Black Mtn		Swannanoa property at Owen Pool is available

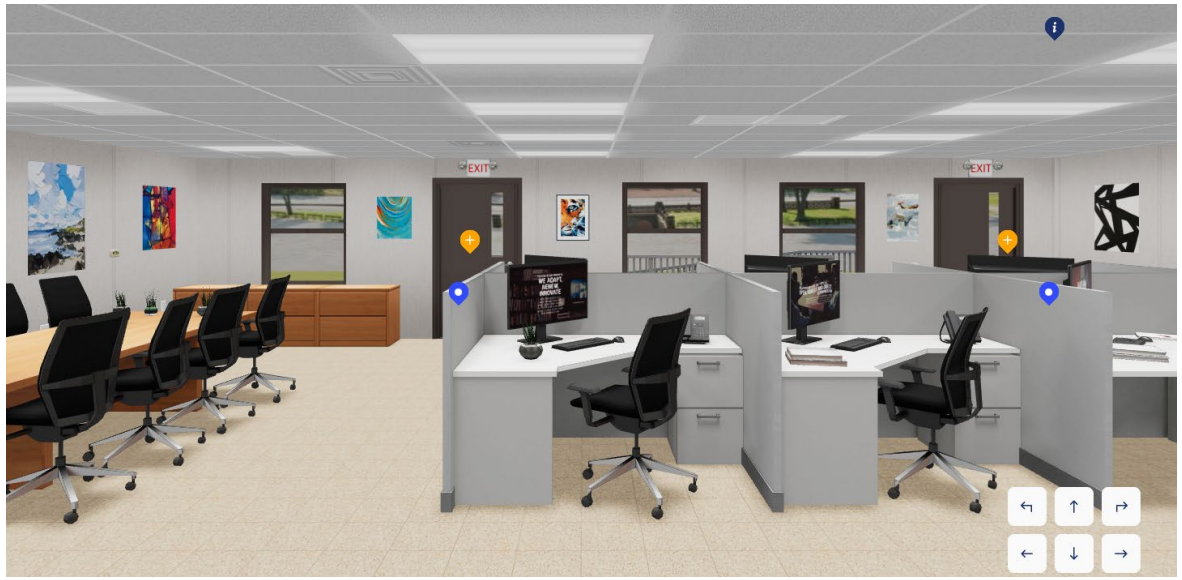
Asheville Primary School Possible Location



Temporary EMS Base

The area shown is tentative relative to what the Asheville Primary School Feasibility Study Determines.





Exact number of workstations and sleeping areas are to be determined.

Pre- Engineered Metal 2 Bay EMS Vehicle Storage Concept Building will be able to be unassembled and reassembled at an alternate location.



Owen Pool Property Proposed Location



Permanent EMS Eastern Base

The area shown is the area intended for use for the construction of the building, drives, parking, and generator. Planned to meet LEED Adopted Resolution.

Next Steps

Reallocate $650,000 from the existing FY23 EMS Base Construction project in order to fund the Asheville Primary School site feasibility study and the installation of a temporary mobile EMS base at the Asheville Primary School site; which would reduce the FY23 EMS Base Construction project budget from $7,250,000 to $6,600,000. No new County funding is required.

In addition, amend the scope of the FY23 EMS Base Construction project to be for the construction of a permanent EMS Eastern Base to be located near Owen Pool.

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 20, 2023

New Business

Department: General Services **Presenter(s):** John Hudson, Budget

Contact(s): Mike Mace, General Services
Scott Metcalf, General Services

Subject: Budget Amendment for Fleet and General Services Complex

Brief Summary: The FY20 Fleet and General Services Complex project originated from our Comprehensive Facility Plan and consists of constructing a new 21,471 square foot single story facility located at 2945 Riverside Drive. The building will house the County's Fleet, General Services, and Grounds departments with a 10-bay fleet services garage, shared storage, and office space. This will be the first building constructed in compliance with the High Performance Building Resolution adopting Leadership in Energy and Environmental Design standards.

On March 30, 2023, a notice to bidders was advertised for general contractors interested in bidding on the project. On May 9, 2023, two bids were received and the bid time was extended to May 19th. On May 17, 2023, three bids were received. Hickory Construction was the lowest, responsive, responsible bidder.

In efforts to begin construction, General Services would like to secure a contract with Hickory Construction in the amount of $9,453,000, for both the base bid as well as alternate provisions 1- 4 including solar panel installation, a mezzanine storage system, a whole building generator, and a trailer and equipment storage shelter.

This amendment is to increase the total project budget of the FY20 Fleet and General Services Complex by $1,704,093 to offset the additional costs required for constructing the facility.

Recommended Motion & Requested Action: Approve budget amendment and recommend executing the Construction Contract with Hickory Construction

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

ORDINANCE #23-06-18

BUNCOMBE COUNTY, NORTH CAROLINA
Capital Projects Ordinance

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Project Name:	FY20 Fleet and General Services Complex

Description:

This amendment is to increase the total project budget of the FY20 Fleet and General Services Complex by $1,704,093 to offset additional costs for constructing the facility stemming from material price escalations as well as costs related to full electrification of the building and solar panel installations.

This increase will allow for the construction of the Complex, including all alternate provisions such as solar panel installation, a mezzanine storage system, a whole building generator, and a trailer and equipment storage shelter.

Funding Source:

Bond Proceeds

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
FY20 Fleet and General Services Complex	$ 1,704,093	$ 1,704,093
TOTAL	$ 1,704,093	$ 1,704,093

ATTEST:

Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By:

Chairman of the Board

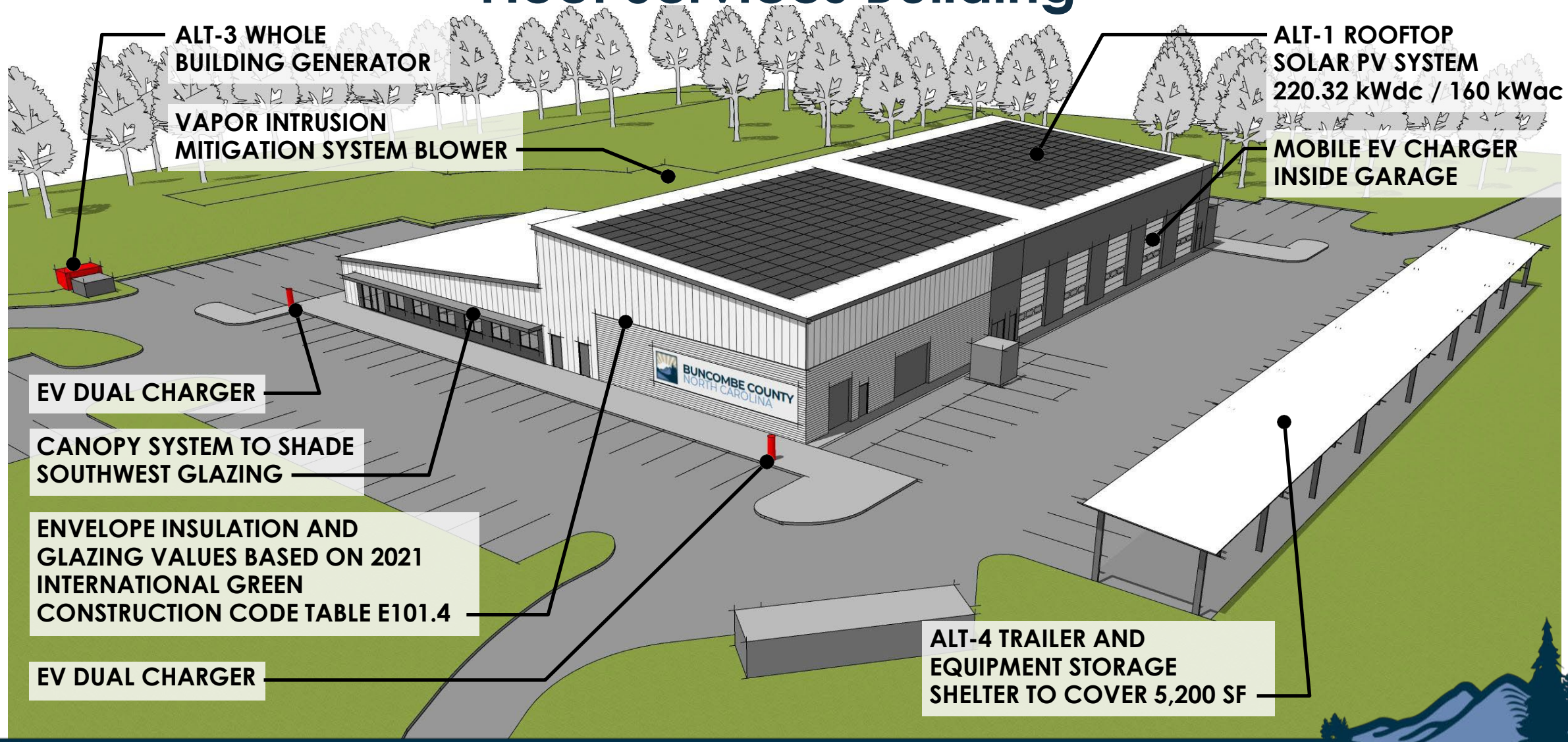
Fleet Services Building

Presented by

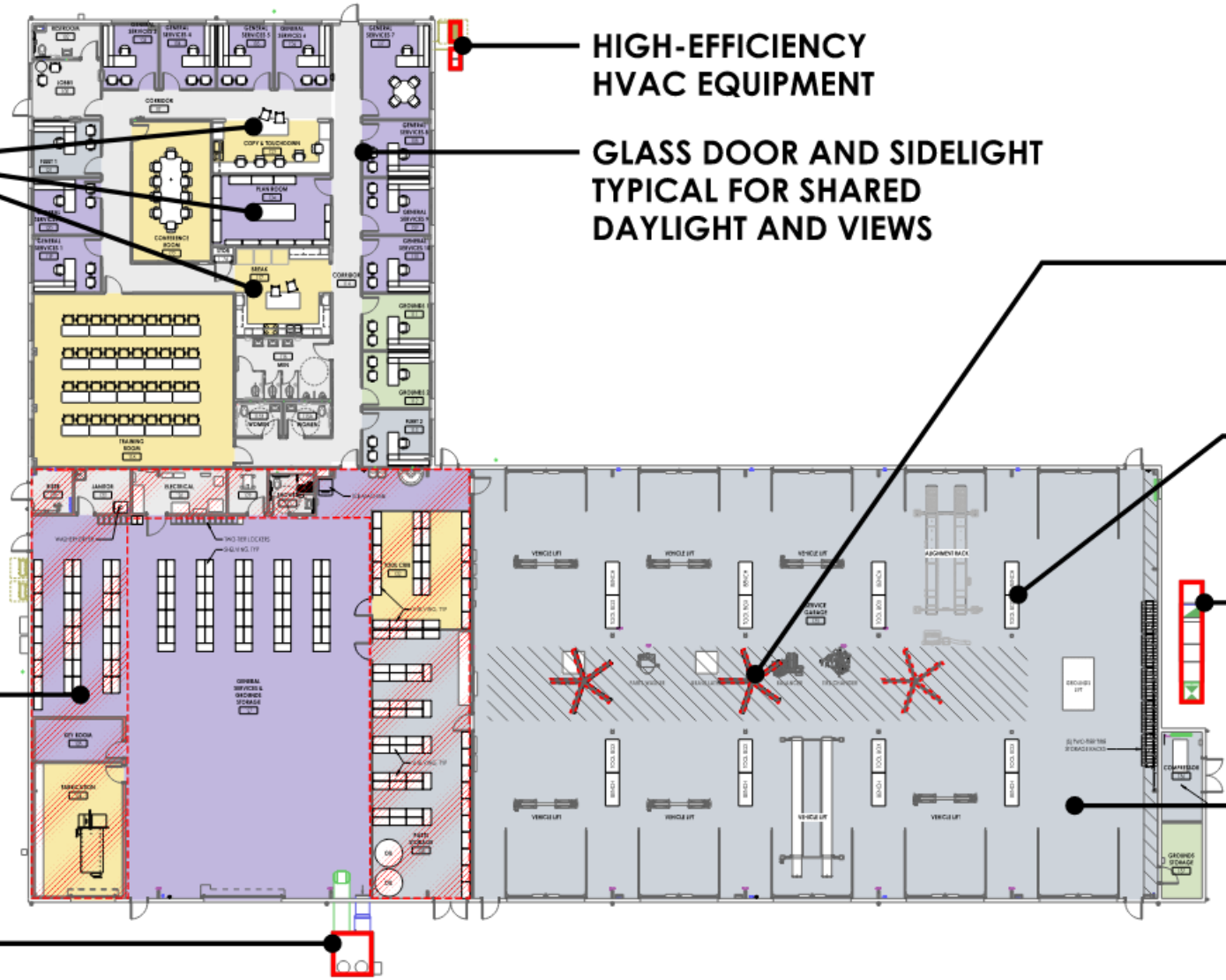
Scott Metcalf

General Services Department

Fleet Services Building



Fleet Services Building



MULTI-USE COLLABORATION AREAS

HIGH-EFFICIENCY HVAC EQUIPMENT

GLASS DOOR AND SIDELIGHT TYPICAL FOR SHARED DAYLIGHT AND VIEWS

(3) HIGH VOLUME LOW SPEED FANS IN GARAGE

STANDARDIZED WORK BENCHES AND TOOL BOXES

ALT-2 STORAGE MEZZANINE TO ADD 3,000 SF OF SHARED STORAGE

HIGH-EFFICIENCY HVAC EQUIPMENT, WITH ELECTRIC RESISTANCE HEAT

MOBILE LIFTS FOR OPERATIONAL FLEXIBILITY

HIGH-EFFICIENCY HVAC EQUIPMENT

Budget

Fleet Services Complex

- ✓ Remaining CIP Budget*----- $7,748,907.00 (Originated June 2021)
- ✓ Base Bid + All Alternates(Minus VE Items) -----$9,453,000
- ✓ Deficiency of $1,704,093. (21.99% increase since June of 2021)

Base Bid & Alternates Breakdown

Fleet Services Complex

- ✓ Base Bid ----- $8,054,000

- ✓ Alternate 1---$487,000 Solar Panel Installation as requested during the life cycle cost analysis.
- ✓ Alternate 2---$239,000 Mezzanine Storage System
- ✓ Alternate 3---$503,000 Whole Building Generator
- ✓ Alternate 4---$170,000 Trailer storage shelter

Reasons for increase in cost

Fleet Services Complex

1) **Material Escalation** (CBRE Construction Cost Index shows 11.5% increase 2021 & 14.5% increase in 2022)

2) **Full electrification of the building** (Requested during the life cycle cost presentation; this has a higher initial cost but meets the goals of our 2025 Strategic Plan promoting Environmental & Energy Stewardship by reducing our carbon footprint)

3) **Installation of solar panels** (Requested during the life cycle cost presentation; this has higher initial cost over being solar ready but has a payback over the life cycle of 11 to 14 years)

Activates Key Components of the Facilities Plan

Fleet Services Complex

1) Vacates 40 McCormick, which allows the building to be renovated into a Regional EMS Base

1) Vacates 194 Hominy Creek Road (current Garage at transfer station) to provide additional space for the Transfer Station to address safety and wait times.

2) Vacates 52 Apac Drive (current Grounds location at SportsPark) to allow for a future Parks & Rec Building.

Request

Fleet Services Complex

We are requesting to increase the CIP budget by $1,704,093 to construct the General Services Fleet Facility with all alternates. This project will be debt financed and does not require additional pay-go funding.

Next Steps

Fleet Services Complex

- **6/20/23** - BOC meeting, Budget amendment & request approval to enter into contract
- **7/17/23** -Contract negotiation complete (price held for 60 days)
- **August 2023** - Order long lead items (metal building, switch gear)
- **Early Fall 2023** - Construction Begins

Appendix

Fleet Services Complex

- ✓ Providing electrical resiliency will allow this building to function as our Facilities Group Emergency Operations Center in the event of an emergency or natural disaster.

- ✓ This building can be utilized to provide backup facilities for other Buncombe County Functions

Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: June 20, 2023

New Business

Department: Budget

Presenter(s): John Hudson, Budget

Contact(s): Mason Scott, Finance

Subject: Comply with the New GASB Standard

Brief Summary: Effective for fiscal year end June 30, 2023, we must comply with the Governmental Accounting Standards Board Statement No. 96 that requires governments to treat certain multi-year subscription based information technology arrangements (SBITAs) as right-to-use subscription assets and corresponding subscription liabilities. This would apply primarily to multi-year software contracts. For budgetary purposes, and per the Local Government Commission, this means we must recognize an expenditure and other financing source revenue for the present value of the payments we are contractually obligated to make over the life of the subscription and must reclassify to debt principal and interest the payments we made in the current year under these agreements.

As a result, no new dollars as used to make this adjustment, but budget must be increased to ensure each functional area can cover this required accounting treatment.

The amendments are for the General Fund and Register of Deeds Automation Fund.

Recommended Motion & Requested Action: Approve budget amendment

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

ORDINANCE #23-06-19

BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Requesting Department:	Budget
Budget Amendment Item:	Effect of New GASB Standard

Description:

Effective for fiscal year end June 30, 2023, we must comply with the Governmental Accounting Standards Board Statement No. 96 that requires governments to treat certain multi-year subscription based information technology arrangements (SBITAs) as right-to-use subscription assets and corresponding subscription liabilities. This would apply primarily to multi-year software contracts. For budgetary purposes, and per the Local Government Commission, this means we must recognize an expenditure and other financing source revenue for the present value of the payments we are contractually obligated to make over the life of the subscription and must reclassify to debt principal and interest the payments we made in the current year under these agreements. This amendment adjusts the General Fund.

Funding Source:

No new dollars.

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Other Financing Sources	$ 12,000,000	
General Government		$ 8,000,000
Debt		$ 4,000,000
TOTAL	$ 12,000,000	$ 12,000,000

ATTEST:

Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: _____

Chairman of the Board

ORDINANCE #23-06-20

BUNCOMBE COUNTY, NORTH CAROLINA

Register of Deeds Automation Fund

BOARD MEETING DATE: June 20, 2023

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2022-2023 Register of Deed Automation 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 FY2022-2023 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 20th day of June, 2023

Requesting Department:	Budget
Budget Amendment Item:	Effect of New GASB Standard

Description:

Effective for fiscal year end June 30, 2023, we must comply with the Governmental Accounting Standards Board Statement No. 96 that requires governments to treat certain multi-year subscription based information technology arrangements (SBITAs) as right-to-use subscription assets and corresponding subscription liabilities. This would apply primarily to multi-year software contracts. For budgetary purposes, and per the Local Government Commission, this means we must recognize an expenditure and other financing source revenue for the present value of the payments we are contractually obligated to make over the life of the subscription and must reclassify to debt principal and interest the payments we made in the current year under these agreements. This amendment adjusts the Register of Deeds Automation Fund.

Funding Source:

No new dollars.

Exhibit A:	**Increase (Decrease)**	
Account Description	**Revenues**	**Expenditures**
Other Financing Sources	$ 300,000	
General Government		$ 300,000
TOTAL	$ 300,000	$ 300,000

ATTEST:

Lamar Gaynes
Clerk to the Board

BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE:

By: Brownie Newman
Chairman of the Board