

**COUNTY OF CLEVELAND, NORTH CAROLINA**  
**AGENDA FOR THE REGULAR COMMISSION MEETING**

**June 2, 2020**

**6:00 PM**

**County Commissioners Chambers**

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- **Call to Order and Determination of a Quorum** - Commission Chair
- **Pledge of Allegiance and Invocation** (Please stand for the Pledge of Allegiance and remain standing for the Invocation)
- **Recognition of Elected Officials**
- **Recognition of Veterans**
- **Recognition of Law Enforcement**
- **Recognition of County Department Heads**

**1. MOTION TO ADOPT THE PROPOSED AGENDA**

*(Only emergency items shall be added to the agenda. Upon approval of the Commission Chair and County Commission, the item will be added.)*

**2. CITIZEN RECOGNITION**

*The citizen recognition portion of the meeting is an opportunity for persons wishing to appear before the Commission to do so. Each presentation will be limited to three (3) minutes. The Board is interested in hearing citizen concerns, yet speakers should not expect comment, action, or deliberation on subject matter brought up during this segment. Topics requiring further investigation will be referred to the appropriate county agency.*

**3. CONSENT AGENDA**

*Motion to approve the following Consent Agenda items: (Consent items will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner.)*

- A. Minutes**                      Minutes from the May 19, 2020 Regular Commissioners Meeting

- B. **Tax Administration** Abatements and Supplements
- C. **Health Department** Budget Amendment (BNA#061)
- D. **Library** Budget Amendment (BNA#062)
- E. **Health Department** Budget Amendment (BNA#063)
- F. **Volunteer Fire Depts** Budget Amendment (BNA#064)
- G. **Health Department** Budget Amendment (BNA#065)
- H. **Planning Department** Request to set a Public Hearing for Case 20-04, Rezoning from Residential (R) to General Business-Conditional Use (GB-CU) at 863 Stony Point Road
- I. **Tax Administration** Set Public Hearing for June 16, 2020 for Small Business Grant

#### **REGULAR AGENDA**

- 4. COVID-19 Relief Funding Plan  
Kerri Melton, Assistant County Manager

#### **PUBLIC HEARINGS**

*After the public hearing has been opened, persons wishing to speak "for" or "against" the proposition will be asked to come forward and first state his or her name and address. All comments from the public are to be directed to the board. There are no comments directed at other members of the audience. If a speaker has a question, that question is to be directed to the Chair. No one will be allowed to speak at the hearing more than once unless the Chair recognizes a speaker a second time for rebuttal of information brought forth after the speaker has spoken. The original presentation by a speaker will be limited to no more than five (5) minutes. The rebuttal presentation will be limited to no more than three (3) minutes.*

- 5. FY 2020 - 2021 County Manager's Recommended Budget  
Brian Epley, County Manager

**COMMISSIONER REPORTS**

**ADJOURN**

The next meeting of the Cleveland County Board of Commissioners will be held on Tuesday, June 16, 2020 at 6:00pm in the Commissioners Chamber.

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Citizens Recognition**

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**Department:**

**Agenda Title:**

**Agenda Summary:**

**Proposed Action:**

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**ATTACHMENTS:**

File Name

Description

No Attachments Available



**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Minutes from the May 19, 2020 Regular Commissioners Meeting**

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**Department:** Minutes

**Agenda Title:** Minutes from the May 19, 2020 Regular Commissioners Meeting

**Agenda Summary:**

**Proposed Action:**

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**ATTACHMENTS:**

	<b>File Name</b>	<b>Description</b>
<input type="checkbox"/>	05-19-2020_Minutes.pdf	May 19, 2020 Minutes

**Cleveland County Board of Commissioners**  
**May 5, 2020**

The Cleveland County Board of Commissioners met in a regular session on this date, at the hour of 6:00 p.m. in the Commission Chamber of the Cleveland County Administrative Offices.

**PRESENT:** Susan Allen, Chairman  
Ronnie Whetstine, Vice-Chair  
Johnny Hutchins, Commissioner  
Doug Bridges, Commissioner  
Deb Hardin, Commissioner  
Brian Epley, County Manager  
April Crofts, Deputy Clerk  
Kerri Melton, Assistant County Manager  
Elliot Engstrom, Deputy County Attorney  
Lucas Jackson, Finance Director

**CALL TO ORDER**

Chairman Allen called the meeting to order and Vice-Chair Ronnie Whetstine, provided the invocation and led the audience in the Pledge of Allegiance.

**AGENDA ADOPTION**

**ACTION:** Commissioner Hutchins made the motion, seconded by Commissioner Hardin and unanimously approved by the Board to, ***approve the agenda as presented with the addition of Item 5 Cleveland County Re-Opening Plan.***

**CONSENT AGENDA**

**APPROVAL OF MINUTES**

The Clerk to the Board included the Minutes from the ***May 5, 2020 regular meeting***, in board members packets.

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, ***approve the minutes as written.***

**TAX COLLECTOR'S MONTHLY REPORT**

The Tax Collector provided Commissioners with the following detailed written report regarding taxes collected during April 2020. The April 2020 Collection Report includes real estate taxes and vehicle taxes collected showing 97.10% which is lower than this time last year which was 97.72% collected.

TOTAL TAXES COLLECTED APRIL 2020			
YEAR	AMOUNT-REAL	AMOUNT-VEH	
DEF REV	\$0.00	\$0.00	
2019	\$262,799.65	\$0.00	\$262,799.65
2018	\$22,401.49	\$0.00	\$22,401.49
2017	\$12,481.27	\$0.00	\$12,481.27
2016	\$1,541.64	\$0.00	\$1,541.64
2015	\$525.67	\$0.00	\$525.67
2014	\$263.44	\$0.00	\$263.44
2013	\$597.66	\$82.61	\$680.27
2012	\$382.63	\$222.40	\$605.03
2011	\$232.82	\$148.37	\$381.19
2010	\$242.65	\$11.63	\$254.28
2009	\$0.00	\$0.00	\$0.00
TOTALS	\$301,468.92	\$465.01	\$301,933.93
DISCOUNT	\$0.00		
INTEREST	\$19,646.68	\$401.77	\$0.00
TOLERANCE	(\$9.09)	(\$0.71)	
ADVERTISING	\$1,103.72	\$185.16	
GARNISHMEN	\$8,445.17		
NSF/ATTY	\$0.00		
LEGAL FEES	\$0.00		
TOTALS	\$330,655.40	\$1,051.23	\$331,706.63
MISC FEE	\$0.00	\$0.00	
TAXES COLL	\$330,655.40	\$1,051.23	\$331,706.63
DEF	\$1,940.40	\$2,010.86	\$0.00
DISC	(\$6.55)	\$332,666.26	\$333,717.49
TOL	\$0.00		
INT	\$77.01		
TOTAL TAXES UNCOLLECTED APRIL 2020			
	AMOUNT-REAL	AMOUNT-VEH	COMBINED AMT
2019	\$2,694,030.61	\$0.00	\$2,694,030.61
2018	\$763,538.73	\$0.00	\$763,538.73
2017	\$400,415.30	\$0.00	\$400,415.30
2016	\$254,139.74	\$0.00	\$254,139.74
2015	\$186,191.42	\$0.00	\$186,191.42
2014	\$173,638.83	\$0.00	\$173,638.83
2013	\$123,928.39	\$62,340.43	\$186,268.82
2012	\$95,361.70	\$69,967.45	\$165,329.15
2011	\$73,157.66	\$53,162.44	\$126,320.10
2010	\$66,094.50	\$52,383.23	\$118,477.73
2009	\$0.00	\$0.00	\$0.00
	\$4,830,496.88	\$237,853.55	\$5,068,350.43
DEF REV	\$251,897.04	\$0.00	\$251,897.04
TOTAL UNCOLLECTED	\$5,082,393.92	\$237,853.55	\$5,320,247.47

**SHERIFF DEPARTMENT: BUDGET AMENDMENT (BNA #057)**

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
010.438.4.310.00		Sheriff's Office Grants/ Fed Govt Grants	\$2,780.00	
010.438.5.211.00		Sheriff's Office Grants /Controlled Equipment	\$2,780.00	

Explanation of Revisions: Request to budget 2019 Bulletproof Vest Partnership grant.

**SOCIAL SERVICES: BUDGET AMENDMENT (BNA #058)**

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
011.519.4.310.00	93568-P372	Public Assistance/ Federal Govt Grants	\$19,309.00	
011.519.5.512.00		Public Assistance/ LIEAP	\$19,309.00	

Explanation of Revisions: Budget Amendment necessary to accept a One Time supplement for LIEAP funds for FY 2019/2020. The additional monies are the result of underutilized funds.

**HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #059)**

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
012.540.4.310.40		WIC/ Federal Grants-WIC-CS	\$19,309.00	
012.540.5.210.00		WIC/ Dept Supply-WIC-SC	\$19,309.00	
012.540.5.910.00		WIC//Capital Equipment-WIC-CS	\$ 612.00	

Explanation of Revisions: Budget additional WIC Special Funding to assist with COVID-19 barriers. NCDHHS increased funding from the original approval amount of \$17,289 to \$20,812. These funds will be used to upgrade laptops and purchase additional supplies. Budget the difference of \$3,523.00 in appropriate accounts needed.

**EMERGENCY MANAGEMENT: BUDGET AMENDMENT (BNA #060)**

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
010.445.4.310.00		Emergency Management/ Fed Govt Grants	\$12,696.00	
010.445.5.910.00		Emergency Management /Capital Equipment	\$12,696.00	

Explanation of Revisions: To Budget funds received from NC Department of Public Safety to purchase pallet lift and other equipment to support the preparation for and the prevention of COVID-19 public health emergency.

**PROJECT SNEAKERS GRANT RESOLUTION**

Project Sneakers Grant Resolution reflects job and investment projections for the next two years and updates all figures associated within that timeframe. It has been determined this project intends to create over the next two (2) years, approximately forty-six (46) new, permanent full-time jobs with an annual average wage of Fifty Thousand Eighty-Seven dollars (\$50,087) and anticipates creating approximately Thirty Million Five Hundred Thousand dollars (\$30,500,000) in net new capital investment, which will increase the population, taxable property base and business prospects for the County.

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following Resolution:***



**Resolution**

08-2020

**Resolution in Support of the Project Sneakers Grant Programs**

**WHEREAS**, it has been determined by this Board that **PROJECT SNEAKERS** intends to create, over the next two (2) years, approximately forty-six (46) new, permanent, full-time jobs with an annual average wage of Fifty Thousand Eighty-Seven dollars (\$50,087) in Cleveland County;

**WHEREAS**, **PROJECT SNEAKERS** anticipates creating approximately Thirty Million Five Hundred Thousand dollars (\$30,500,000) in net new capital investment, which will increase the population, taxable property base, and business prospects of Cleveland County;

**WHEREAS**, with the aforementioned expansions, **PROJECT SNEAKERS** qualifies for the OneNC Grant Program in which **PROJECT SNEAKERS** is eligible to receive up to a One Hundred Fifty-Thousand dollars (\$150,000) OneNC Grant upon approval of a \$1 for \$3 grant local match;

**WHEREAS**, with the aforementioned expansions, Cleveland County qualifies for the North Carolina Department of Commerce, Rural Economic Development Division, Building Reuse Grant Program in which **PROJECT SNEAKERS** is eligible to receive up to a Three Hundred Sixty Thousand dollars (\$360,000) Building Reuse Grant upon approval of a five percent (5%) grant local match;

**WHEREAS**, the project in the grant application includes the acquisition and improvement of real property and tangible personal property, totaling approximately Thirty Million Five Hundred Thousand dollars (\$30,500,000);

**WHEREAS**, it is in the public interest to provide assistance as authorized by North Carolina General Statute 158-7.1;

**NOW, THEREFORE BE IT RESOLVED**, for the reasons recited above, that the Cleveland County Board of Commissioners hereby authorizes the County Manager to submit a OneNC grant application and a Building Reuse Program grant application and provide a grant match to qualify **PROJECT SNEAKERS** for these North Carolina Department of Commerce Incentive Programs.

Adopted this the 19<sup>th</sup> day of May, 2020.

By: Susan Allen  
Susan Allen, Chairman  
Board of Commissioners of Cleveland County


ATTEST:  
April Crofts  
April Crofts, Deputy Clerk  
Cleveland County Board of Commissioners



**SUBSTANTIAL EQUIVALENCY RESOLUTION**

The Substantial Equivalency Resolution is to create a record of the Board of Commissioners requesting substantial equivalency from Office of State Human Resources. The resolution will be used to assess and proceed, if necessary, with the basic requirements for a substantial equivalent personnel system.

**ACTION:** Vice-Chair Whetstine made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following Resolution:***



**Resolution**

09-2020

**Resolution To Seek a Determination as to Whether Articles I, II, III, and IV of the Cleveland County Personnel Ordinance Meet The Requirements For Substantial Equivalency With the State Human Resources Act**

**WHEREAS**, at its April 7, 2020 regular meeting, the Cleveland County Board of Commissioners approved changes to Articles I, II, III, and IV of the Cleveland County Personnel Ordinance to assess and proceed, if necessary, with the basic requirements for a substantially equivalent personnel system as outlined in 25 N.C.A.C. §§ 2401 and 2402; and

**WHEREAS**, N.C.G.S. § 126-11 allows the County to establish a personnel system for all employees subject to its jurisdiction with prior approval by the State Human Resources Commission as substantially equivalent to the standards established; and

**WHEREAS**, the Cleveland County Board of Commissioners may petition the State Human Resources Commission requesting substantially equivalent status; and

**WHEREAS**, the State Human Resources Commission is authorized to promulgate rules and regulations to implement the federal merit system standards and these regulations at a minimum shall include: recruitment and selection of employees; position classification; pay administration; training; employee relations; equal employment opportunity; and records and reports; and

**WHEREAS**, the staff and resources are available to Cleveland County to maintain a substantially equivalent human resources system in the areas of Recruitment, Selection, and Advancement; and Classification and Compensation; and

**WHEREAS**, Cleveland County seeks a determination of substantial equivalency in the areas of Recruitment, Selection, and Advancement; and Classification and Compensation.

**NOW WHEREFORE, BE IT RESOLVED THAT** that the Cleveland County Board of Commissioners approves and supports this resolution requesting that the North Carolina Human Resources Commission determine if Cleveland County meets the requirements for substantially equivalency with the State Human Resources Act in the areas of Recruitment, Selection, and Advancement; and Classification and Compensation.

**Adopted this the 19<sup>th</sup> day of May, 2020.**

By: Susan Allen  
Susan Allen, Chairman  
Cleveland County Board of Commissioners

ATTEST:

April Crofts  
April Crofts, Deputy Clerk  
Cleveland County Board of Commissioners





**REGULAR AGENDA**

**FY 2020-21 COUNTY MANGER’S RECOMMENDED BUDGET**

Chairman Allen called County Manager Brian Epley to the podium to present the FY 2020 – 2021 County Manager’s Recommended Budget. Mr. Epley explained after this evening’s meeting, the budget will be available for public review over the next two weeks. A public hearing is scheduled for the June 2, 2020 Regular Commissioners Meeting. At that time, the Board can either make changes and approve or deny the recommended budget.

Mr. Epley presented the following Powerpoint:

CLEVELAND COUNTY BUDGET  
LOOKING TOWARD  
FY 20-21

ReAct / ReBuild / ReThink

FY 20-21 Commissioner’s Strategic Plan

- FOCUS AREA: CITIZEN ENGAGEMENT**  
To implement outreach strategies that reflect who we are, and inspire people to be part of it.
- FOCUS AREA: ECONOMIC DEVELOPMENT**  
To actively bring people to Cleveland County through recruitment of new industry, creating a healthy business climate for existing businesses and growing Cleveland County as a tourist destination.
- FOCUS AREA: PUBLIC SAFETY**  
To ensure the safety of our residents through efficient and effective public safety agencies.
- FOCUS AREA: FISCAL SUSTAINABILITY**  
To be a high-performing organization that effectively uses resources to provide high quality service to our residents.
- FOCUS AREA: COMMUNITY WELLNESS**  
To promote physical activity, healthy eating, and positive relationships within families.

Organizational Budget Planning

Diagram showing the flow from Pre-COVID to COVID-19, then through Re-Act, Re-Build, and Re-Think phases.

Budget Timeline Of Events

Timeline from November 2019 to December 2021, highlighting key events like BOCC Capital Work Session, Annual Program & Budget Development, BOCC Strategic Planning & Work Session, COVID-19 Impact, and the Re-Act, Re-Build, and Re-Think phases.

Pre-COVID Budget Summary

<b>Budget Flexibility:</b>	
Tax Base Growth.....	\$ 1,700,000
DHHS Reduction (ERIP).....	\$ 1,200,000
Re-Engineering (year 6).....	\$ 345,000
Additional Available Dollars	\$ 3,245,000
<b>Employee Compensation:</b>	
Employee Warrants.....	\$ 900,000
Commuter College.....	\$ 450,000
3 New FTE – Denton.....	\$ 150,000
LGERS Increase.....	\$ 145,000
Public Safety Capital.....	\$ 405,000
Shell Building III.....	\$ 610,000
Shell Building III.....	\$ 338,000
Total Allocation	\$ 3,007,000
Available for Prioritization	\$ 238,000

Pre-COVID Project Summary

Diagram showing project categories: Automation (+\$94k annually), Data Security (+\$14k annually), and Transparency (+\$29k annually), all contributing to 2025 Systems Planning.

- Board of Elections Capital Expansion
- Doran Mill Property Development
- Jail Expansion, Shelby Star Development, Courthouse
- Housing Study – Inclusion Policies
- Municipal Infrastructure Development (Grover)
- Other MFP Deliverables
- Robust Technology Investments
- Industry Leading Employee Investments
- Innovative “place-making” investments
- Economic Development Land Acquisition & Development

COVID-19 IMPACT

Reality Just Ahead

Post-COVID Budget Summary

<b>Budget Flexibility:</b>	
Tax Base Growth.....	\$ 1,700,000
DHHS Reduction (ERIP).....	\$ 1,315,541
Re-Engineering (year 6).....	\$ 345,000
Severely Fund Balance Drawdown.....	\$ 1,026,492
Available Dollars	\$ 4,367,039
<b>Revenue Loss:</b>	
Employee Warrants.....	\$ 2,000,000
Employee Warrants.....	\$ 900,000
3 New FTE – Denton.....	\$ 145,000
LGERS Increase.....	\$ 405,000
Public Safety Capital.....	\$ 610,000
Shell Building III.....	\$ 338,000
Operational Cost Changes.....	\$ 300,000
Total Allocation	\$ 4,297,000

## FY 20-21 Budget Goals & Objectives

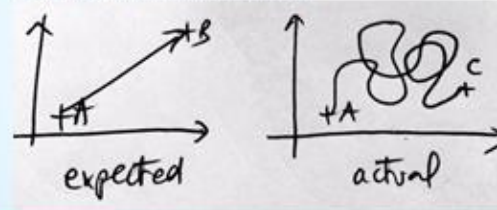


- A. Evaluate Federal and State Economic Outlook
- B. Current Year Strategies
  1. Re-Act - Focus on Stabilizing
  2. Re-Build - Mobilize and Re-Prioritize for 2020 and Beyond
  3. Re-Think - More Intense Focus on Re-Design & Operational Efficiencies
- C. Emerging Issues

## There is No Single "Right" Answer



- There is no single "right" answer
- Every Person & Every Decision Creates Impact & Matters
- Discipline / Communication / Commitment

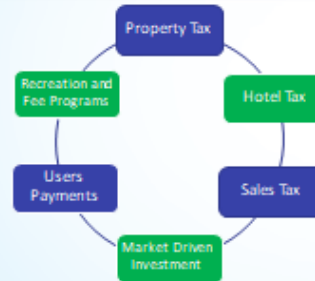


## The COVID-19 Recession: Much of the Economy Immediately Shut Down



- About 95% of population, about 306 million people, are under stay-at-home orders
- Consequently, economic activity has been greatly decreased
- Local governments depend on economic activity for tax revenues

## Local Government Revenue Impacts Vary by Source



## Mobility Public Movement Cleveland County



## 2020-2021 Economic Outlook



## Economic Indicators



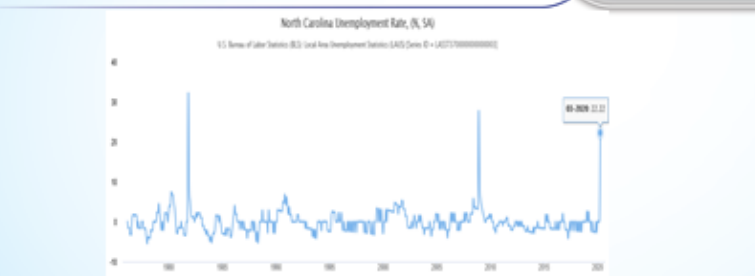
## Economic Indicators

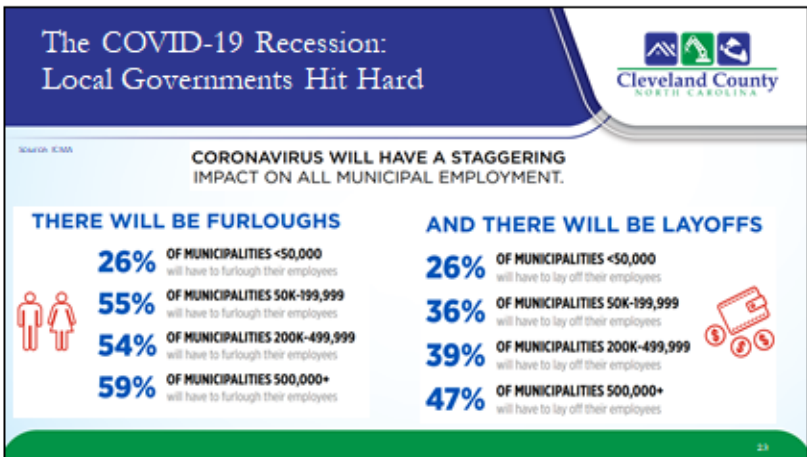
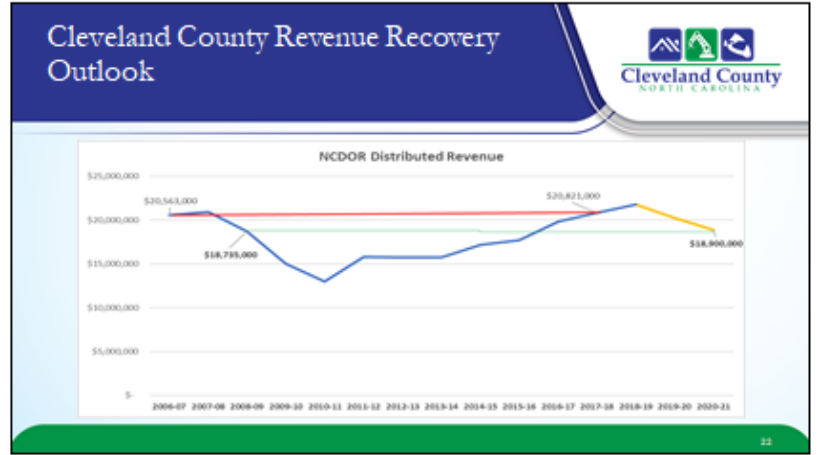
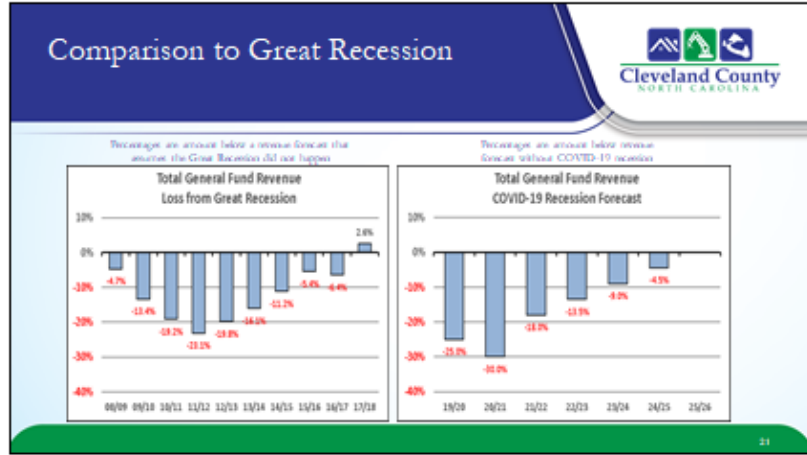
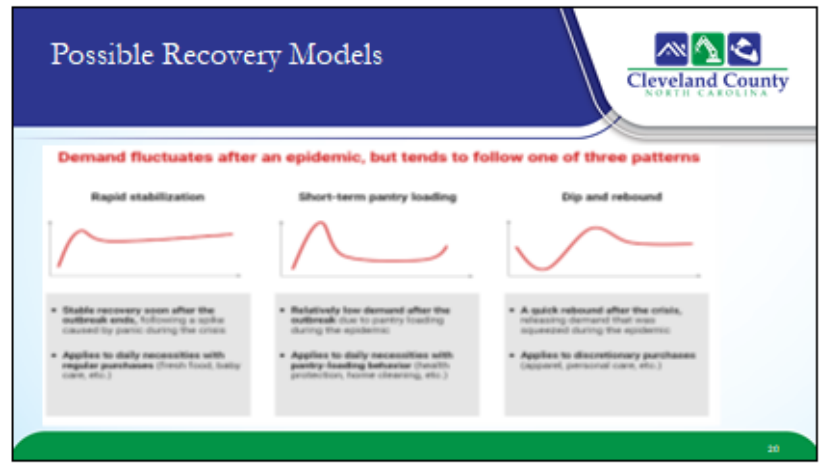
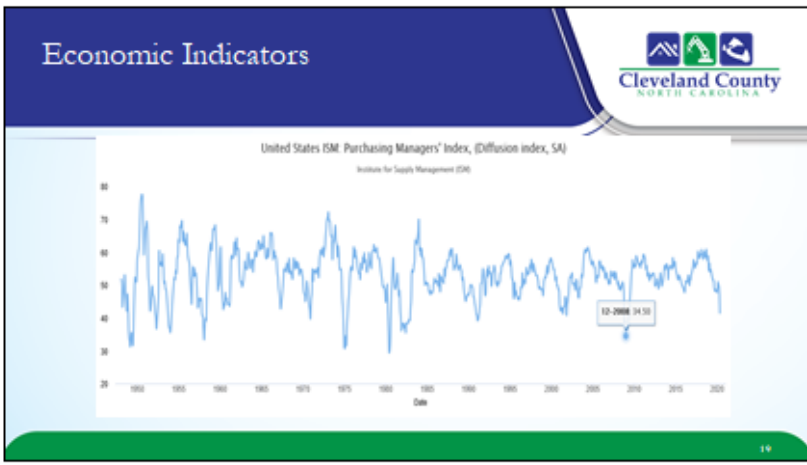


## Economic Indicators



## Economic Indicators





## Cleveland County FY2020-2021 Budget

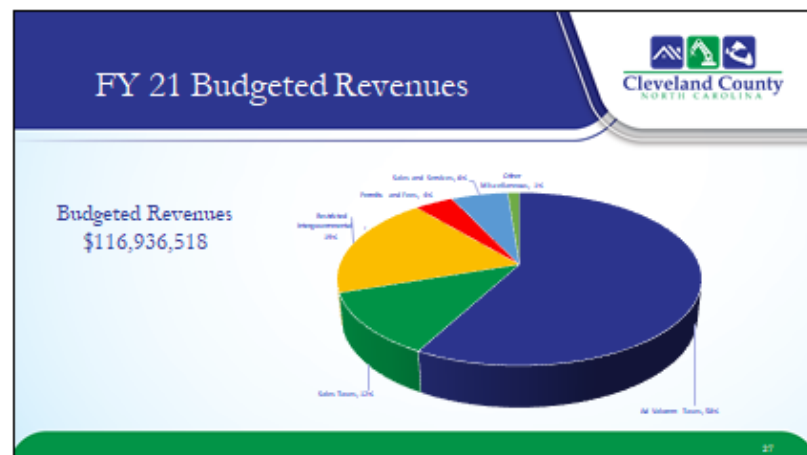
### FY21 Opportunities and Challenges

**OPPORTUNITIES**

- Tax Base Growth (Clearwater)
- Residential Support
- Available Loan Programs
  - Real Estate Loan Program
  - 2019/2020 School Revenues
  - Electrical Impoverish Tax Credit
- Operational Efficiency Improvement
  - Process Improvement / MSRP
  - Energy Optimization
  - Revenue Maximization

**CHALLENGES**

- Revenue Reduction
  - COVID-19 Impact
  - Municipal Growth
  - NECRA Adm. Fees
- Capital Improvements/Planning
  - Public Access Improvements
  - Public Access Operational Capital
  - Clear Operational Maintenance
- Personnel Management
  - Employee Compensation
- Risk Management
  - Employee Safety
  - Weather Contingencies
  - Operational/ Legal Liability



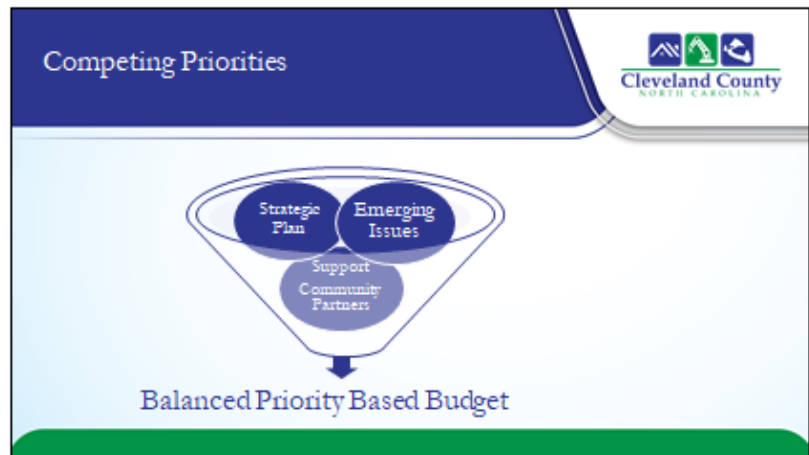
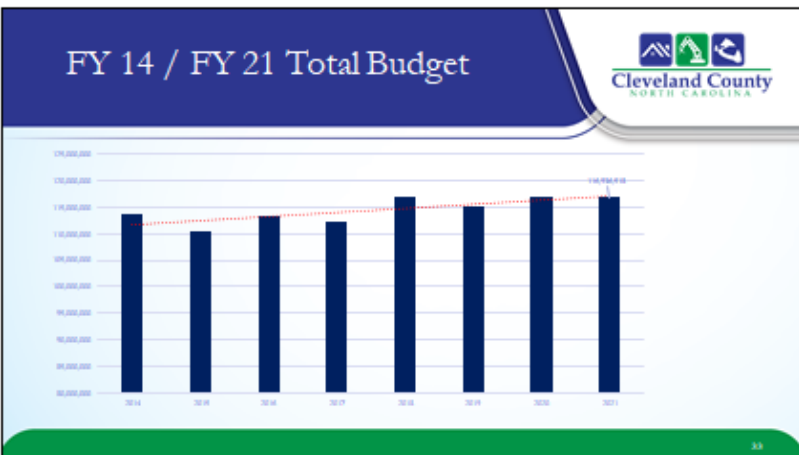
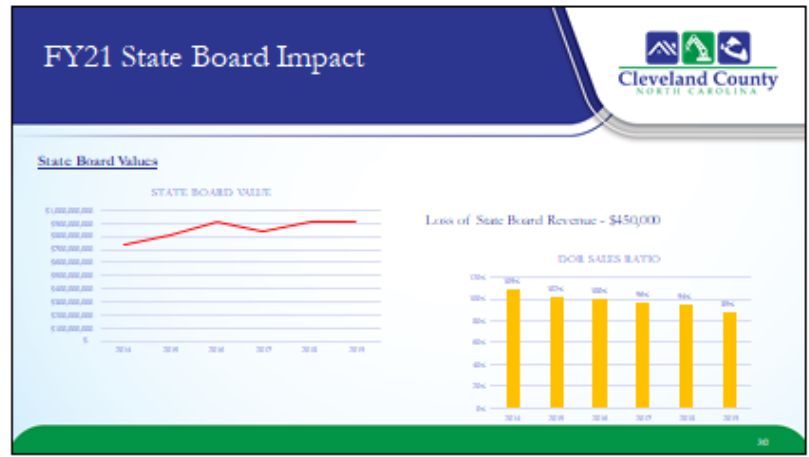
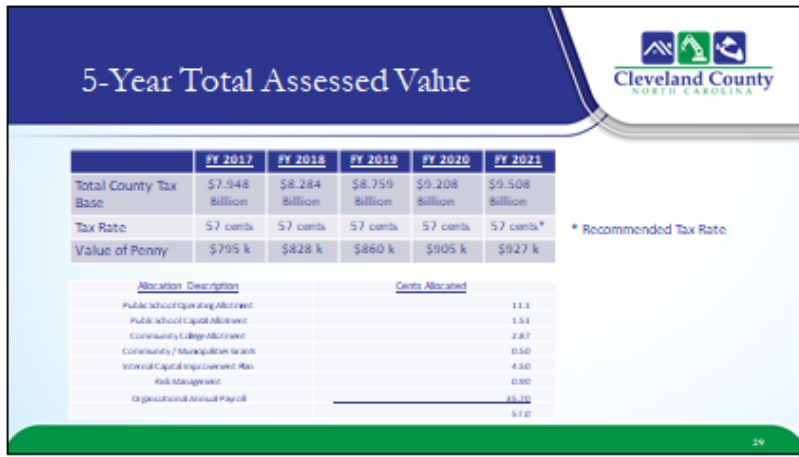
### Change in Assessed Value

Tax Year	Change in Assessed Value
2012	4.58%
2013	6.68%
2014	6.16%
2015	2.10%
2016	-3.69%
2017	1.54%
2018	3.39% (NTE)
2019	4.15% (Clearwater)

Budgeted 2020	Change
Clearwater Phase II	↑ 2.20 %
Natural Base Growth	↑ 1.89 %
DOR (State Board)	↓ 1.0 %
Net Total 2020	↓ 3.98 %





### FY 20-21 Community Partners

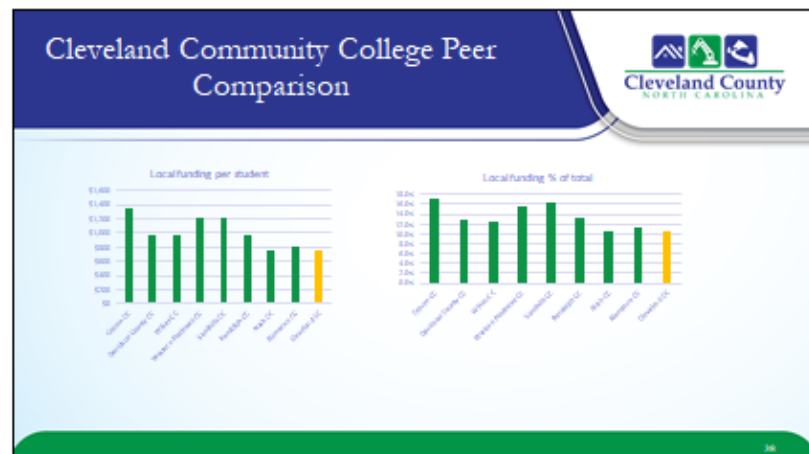
### Municipal Operating Allotments

	FY1718 Budget	FY1819 Budget	FY1920 Budget	FY2021 Recommended
Ragsdale	\$ 47,291	\$ 47,291	\$ 47,291	\$ 47,291
Bohling/Spragg	12,843	12,843	12,843	12,843
Polkville	11,811	11,811	11,811	11,811
Ragsdale	9,347	9,347	9,347	9,347
Patience/Spragg	8,089	8,089	8,089	8,089
Weswood*	7,895	7,895	7,895	7,895
Layfield	7,428	7,428	7,428	7,428
Acrow	6,966	6,966	6,966	6,966
Hilton	6,849	6,849	6,849	6,849
Clark	5,812	5,812	5,812	5,812
Waco	5,445	5,445	5,445	5,445
Woolbarn	5,125	5,125	5,125	5,125
Sal	4,374	4,374	4,374	4,374
Littlesville	4,100	4,100	4,100	4,100
	\$ 147,048	\$ 147,048	\$ 147,048	\$ 147,048

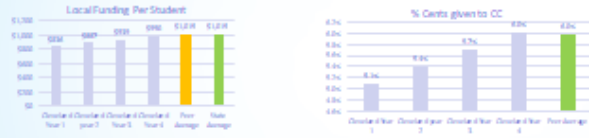
### Partnering Agency Allotments

CLEVELAND COUNTY, NORTH CAROLINA ALLOTMENT ANALYSIS FOR THE BUDGET YEAR ENDED JUNE 30, 2021

Allotment	BUDGETED ACTUAL			RECOMMENDED	
	FY18 Budget	FY1819 Budget	FY1920 Budget	FY 2021 Recommend	% Change from FY
30 Non-Public Agencies	\$ 4,772,143	\$ 4,770,277	\$ 4,812,314	\$ 4,812,314	1.45%



## Cleveland Community College Five Year Funding Plan



Community College Five-Year Funding Plan

FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
\$2,283,872	\$2,433,872	\$2,433,872	\$2,583,872	\$2,733,872	\$2,883,872

## Cleveland County Schools Funding



	FY20	FY21
Property Tax Revenue	\$13,467,648	\$13,937,099
Sales Tax Revenue	\$3,700,000	\$3,293,750
Local Operational Appropriation	\$10,250,000	\$10,250,000
Local Capital Appropriation	\$1,400,000	\$1,400,000
State Restricted Capital Appropriation	<u>\$1,450,000</u>	<u>\$1,450,000</u>
Total	\$30,267,648	\$30,330,849

Cleveland County Schools	2017	2018	2019	2020	2021
Per Pupil Funding	\$1,904	\$1,923	\$1,975	\$2,017	\$2,151

## FY 20-21 Strategic Plan Focus Areas

## FISCAL SUSTAINABILITY



- Continued momentum toward Employer of Choice
- Complete Software Upgrade to improve business intelligence and customer service
- Facility Master Plan Process
- Fund Balance Growth > 18%
- Re-engineering Innovation & Implementation

## Fiscal Sustainability Metrics

- Re-Engineering
- Personnel Requests
- Employee Compensation
- Employee Wellness

## FY21 Re-engineering Summary (Year 6)

1. Position Justification..... TBD
2. Energy Optimization.....\$ 100,000
3. Revenue Maximization.....\$ 220,000

## Position Justification

- Position Justification – 2 Year Cost Avoidance – 22 FTEs (\$1.2M/d)
- Early Retirement Phase I Summary
  - 39 Participants from Health and Social Services
    - Reduced FTE positions by 20
    - \$1.2M/d in salary reduction

## Energy Optimization

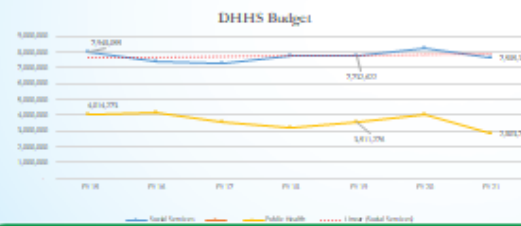
Building	One-Time Cost of Replacement	Estimated Annual Savings
Administrative	\$10,000	\$14,000
Library	\$8,000	\$12,400
LeGrand Center	\$8,000	\$5,700
Courthouse Annex	\$3,000	\$6,400
Detention Center	\$31,000	\$11,500
LeGrand Center	0	\$50,000
Total	\$59,500	\$100,000

## Revenue Maximization

Department	Description	Current Operational General Fund Support	Annual Fiscal Impact
Social Services	Fac/State Revenue • Time Allocation/Coding • Indirect Cost	3%	\$ 75,000
LeGrand Center	Levyl % Increase in Base Rate	2%	\$ 40,000
Building Inspection	• Mobile Home Inspection Fee(\$150 - \$50) • Trade Permits (\$50 - \$75) • Commercial Multiple (202 - 205)	2%	\$ 60,000
Shooting Complex	\$2 Increase in daily rate (\$10 - \$12)	3%	\$ 40,000
	Total		\$ 215,000

## Health and Human Services Budget Timeline

- Reduction of \$1,535,541 from FY 20
- No Reduction in service
- > 15 % Reduction since 2014



### Employee Wellness Investment

- \$8,600,000 Employer Only Obligation
- No Family Coverage Changes in a decade
- 24 Month Regional Medical Inflation > 10%
- 1,150 Total Covered Lives
- FY 20-21 Wellness Investment Projection - \$500,000 (5.5%)



### Diabetes / Cardio Vascular Category Spend Change (%)

Current Period: February 2019 - January 2020

	Start Date	Engagement(%)	Spend Change (%)
Sanford	7/1/2017	45%	-37%
Cleveland	7/1/2017	80%	-17%
Rowan	7/1/2018	53%	13%
Lincoln	7/1/2018	51%	16%
Edgecombe	7/1/2018	35%	44%
Halifax	2/1/2019	33%	53%
Wayne	7/1/2019	37%	60%
Salisbury	5/1/2018	44%	70%
Customer Avg.		47%	25%
5-Year Trend*			26%

### ER Utilization Spend Change (%)

Current Period: February 2019 - January 2020

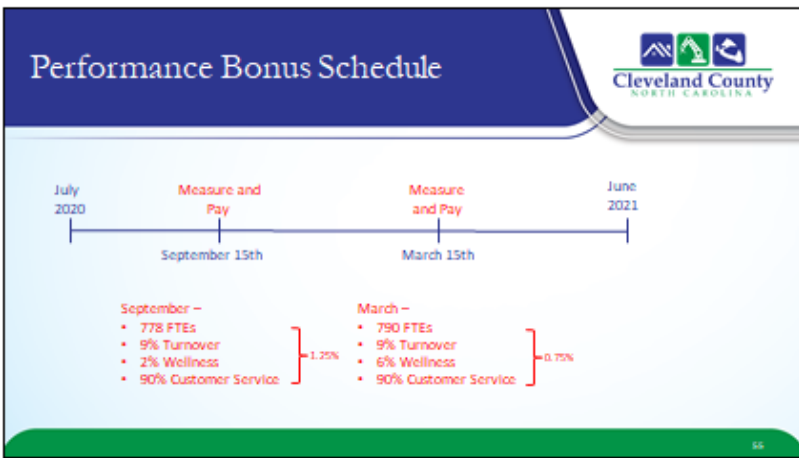
Customers	Start Date	Change (%)	Total Health Plan Spend (%)
Edgecombe	7/1/2018	-39%	10%
Cleveland	7/1/2017	-17%	9%
Lincoln	7/1/2018	4%	6%
Wayne	7/1/2019	19%	8%
Sanford	7/1/2017	25%	5%
Rowan	7/1/2018	25%	7%
Salisbury	5/1/2018	41%	8%
Halifax	2/1/2019	61%	5%
<b>Average</b>		<b>15%</b>	<b>7%</b>

### Personnel Requests

FTE Request	Projected Cost
• Communications 2	\$ 61,000
• EMS 2	\$ 128,000
• Sheriff 3	\$ 127,000
• Detention 3	\$ 145,000
<b>Total Request 10</b>	<b>\$ 461,000</b>

Recommended:	Projected Cost
Detention 3	\$ 145,000



- ### Employee Base Compensation
- Additional FTE Compensatory Increase of 1% - Effective 1/1/21
- IE-**
- 6/30/2020 Audit Submission to LGC does not have significant fund balance draw down
  - Cleveland County revenue collections exceed expectations between July and December 2020

### PUBLIC SAFETY


- Maintain support for County Volunteer Fire Departments
- Take a proactive approach to cleaning up dilapidated properties throughout Cleveland County
- Review of existing animal services ordinance
- Evaluate options for expanding internet services to under-served areas of the County

### FY21 Public Safety Budget Summary

Department	FY 14-15	FY 19-20	FY 20-21	% Change
Detention Center	\$4,333,130	\$6,081,026	\$6,489,424	4.4%
Sheriff's Department	\$7,011,630	\$9,318,546	\$9,891,020	6.1%
Emergency Medical Service	\$6,462,508	\$7,385,043	\$7,561,318	(-3.2%)
Emergency Management	\$480,341	\$307,676	\$391,526	(-1.5%)
E-911/Communication	\$1,400,400	\$1,207,075	\$1,310,720	3.4%
<b>Total Public Safety Budget</b>	<b>19,688,009</b>	<b>24,499,316</b>	<b>25,844,327</b>	



### FY21 Volunteer Fire Department Allotment



	FY 19-20		FY 2021				
	Actual	Original	Actual	Original	Original	Original	Total FY 20-21
Adrian	\$ 4,128	1549%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Beaufort	\$ 2,150	75.2%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Carroll	\$ 2,150	75.2%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Chatham	\$ 4,450	155.0%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Clay	\$ 4,307	108.2%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Crawford	\$ 7,058	113%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Franklin	\$ 4,043	110.7%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Greene	\$ 7,148	85.0%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Haywood	\$ 3,537	87.9%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
Wayne	\$ 4,042	111.0%	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 38,000
<b>Total</b>	<b>\$ 41,812</b>		<b>\$ 80,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 4,700,000</b>

### ECONOMIC DEVELOPMENT



- Continue to support local farmers in their efforts to expand agriculture industry in Cleveland County
- Create and promote innovative workforce development efforts
- Analyze and perform site development efforts and proactively plan for future product development
- Develop a strategic plan for travel tourism and work to create a more cultivating retail environment

### COMMUNITY WELLNESS





- Strategic Focus on Improving Community Health Rankings
- Actively Engaging the Fight Against Opioids
- Work to Expand Satellite Farmers Market Options
- Innovative Community Investments into Community Quality of Life Improvements
- Investment into County owned Trail Systems

### CITIZEN ENGAGEMENT




- Evaluation of Housing Study & Policy Development that Encourages Residential Expansion
- Continuation of Mayors Roundtable
- Evaluation of County-Wide Commercial Waste Hauler
- Focus on External Outreach to Increase Veteran Services
- Continuation of Community Development including Youth Services, Career Counseling, Communication

### FY 20-21 Emerging Issues




### Continued & Emerging Issues




- Policy Development**
  - Employee Comp Policy
  - Substantial Equivalency
  - 36 Pay Periods
  - Electronic Timekeeping
  - Housing Inducement
  - Animal Services Ordinance
- Risk Management**
  - Operational/Legal Liability
- Economic Management**
  - Revaluation
  - Recession Ready
- Major Capital Improvement Planning**
  - Jail Expansion
  - ERP Completion
  - Court Building
  - Social Services Building
  - Museum Roof
- Operations**
  - Jail Population
  - Remote Workplace
  - Safe Re-Opening
  - COVID-19 Relief Funding

### COVID-19 Relief Funding




- North Carolina House Bill 1043 – 2020 COVID-19 Recovery Act
  - Funding Formula (CSMB)
    - Base Allocation.....\$ 250,000
    - Per Capita Allocation.....\$1,843,630
    - Total**.....\$1,843,630
- Not Part of FY 21 Budget
- Revenue Replacement is not-allowable / Allowable Costs can not be in existing County budget
- Procurement must be tied to COVID-19 public health emergency & identified by 12/30/20

### COVID-19 Relief Funding



- North Carolina House Bill 1043 – 2020 COVID-19 Recovery Act
  - Cleveland County Relief Funding Allocation
    - Public Health / Emergency Mgt PPE Procurement
    - Remote Workplace Technology
    - Community Relief Fund
    - Foster Care Congregate Living Cost
    - Emergency 911 Over-time pay
    - Safe Re-Opening Task Force (PPE, Marketing Materials, Etc.)

### FY20-21 Solid Waste Budget



### Solid Waste Budget Summary



Total Revenue - \$ 10,694,026

Total Expense - \$ 10,694,026

Convenience Center Site Improvement

- Lighting
- Safety Features
- Parking Lots

**Solid Waste Capital Projects**

2020 - Vertical Expansion C & D

2020 - Daily Cover Stockpile

2020 - Horizontal Expansion C & D

- Additional 20/30 year life

2020 - Beginning Design of Single Entrance (closing Airport Rd entrance)

- Preliminary Engineering Estimates \$2MM
- Process Improvements & Re-engineering Savings
- Separate Commercial vs. Residential C & D

**Budget Timeline Of Events**

**Re-Act**

- Complete Budget Update
- Plan for "cash burning"
- Personnel Policy
- One Year Mitigation

**Re-Build**

- Re-Organize Services
- Reduce Expenses
- Save Re-Opening
- Capitalize on Investments

**Re-Think**

- Assess Delivery Model
- Long Term Process
- Financial Review
- Leverage Technology

**Questions**

Mr. Epley presented Board Members with a copy of the Budget Message, below are the highlights. The annual budget process brings together the unique combination of long-range financial planning and short-term deliverables. Due to the global pandemic caused by COVID-19, our budget team has been required to dramatically modify our original budget projections and priorities. These revised projections have, in turn, required the budget team to modify many of our preliminary assumptions and positions.

The basic framework for developing this budget recommendation shifted significantly between the Board of County Commissioners budget retreat in January and this final phase. This change is a result of the impact of the unprecedented coronavirus (COVID-19). Governments, organizations, and individuals across the globe have reacted quickly to abrupt changes in the health standards required to protect the life and health of people. The measures required to maintain such standards have resulted in extraordinary, unpredictable economic fluctuations and increased pressures on local government human services and public safety functions to help protect citizen health, wellness, and safety. Preparing a budget in such a climate presents many challenges. The fiscal landscape, while unprecedented, requires strategic approaches to ensure adequate resources are available to address critical life and safety issues while funding statutory mandates and requirements by county governments.

Throughout fiscal year 2020, I often talked about the county working in a “comfortably uncomfortable” environment. This meant focusing on capitalizing on the vibrant economy and Cleveland County’s strong financial position to establish a pace and momentum that delivers transformational change to County government and unprecedented Commissioner Strategic Plan results in an evolving landscape.

The 2021 fiscal year budget was framed with a focus on Resiliency Through Crisis. The execution and modeling plan relies on the foundation of a three phase re-entry strategy. Re-Act, Re-Build and Re-Think.

The rapid onset of COVID-19 in the midst of the annual budget development process means that a process that typically builds over six months has been re-set and adjusted over a six (6) week period. As we begin to recount our revenue portfolio, we are starting with projections that amount to a revenue shortfall of over \$1.8 million. For context, this represents slightly over 1.5 percent of the County's total revenue budget.

In March, our organization implemented swift financial strategies to help influence a "soft-landing" for the 2020 fiscal year by freezing positions, controlling budget spending levels for the current year, and delaying all capital. We will not receive data on economic revenues for the end of the 3<sup>rd</sup> and 4<sup>th</sup> quarter until late May or June 2020 and will not have significant revenue trending information until January of 2021. During that same period, we will have a better sense of property tax collection levels.

Over the next six months, we will manage the organization through increased spending controls while also preparing for the potential worst-case scenario in the event that revenues and COVID-19 related expenditures are worse than expected. The recommended budget does not include any mandatory across-the-board base budget "cuts". At the beginning of the next fiscal year, frozen positions will be temporarily transferred into a reserve to offset potential budget shortfalls. To achieve a balanced budget, an operational fund balance reduction of \$1.13 million is included. This budget also recognizes our most valued asset, Cleveland County's human capital. It is my desire to shield full-time employees from furloughs and layoffs. In the budget, I am very pleased to include a planned performance bonus of up to 2.5% for full-time employees.

I believe that we have positioned this organization to successfully navigate short to mid-term volatility while remaining a full-service local government.

The County's Balanced Budget Plan is a basic foundation that is to be built upon based on Board of Commissioner's direction. The foundation focuses on continuing to anticipate emerging issues and identifying available resources that can deliver tangible results. It is shaped by priority driven budgeting with a clear focus on strategic priorities that were developed through Board of Commissioners and community dialogue. The plan acknowledges the need to maintain the levels of service while we follow through implementation of the three-phase re-entry strategy and understand new issues on the horizon that are not part of current services or the current strategic plan.

Cleveland County has used strategic planning for many years to develop policy and financial decision-making to achieve the community desires and values. The 2020-2021 fiscal year's Strategic Plan is comprised of five (5) focus areas and then further defined with specific goals and objectives.

- 1.) Economic Development
- 2.) Community Education
- 3.) Public Safety
- 4.) Community Wellness
- 5.) Fiscal Sustainability

The Post-COVID budget modeling effort began with a careful review of the most recent estimate of the revenues expected to be received FY20. The County's FY20 overall estimated revenues are expected to perform at less than budgeted amounts – specifically due to a stagnant 4<sup>th</sup> quarter. Uncertainties remain high in the County's revenue projections that have been impacted by the Governor's stay-at-home order. There are, however, several other key data indicators which drive our budgeted revenues. Total revenue in the General Fund is budgeted at \$116,936,518 – which is a mere \$83,633 or .1% increase from the prior fiscal year.

Revenue in the 2019-2020 fiscal year is expected to come in slightly lower than the budgeted level – primarily due to a collection percentage drop (COVID impact), while the forecasted 2020-2021 fiscal year amount is 3.08% greater. The total projected tax base for the upcoming budget is \$9.508 billion. This is a projected increase of approximately \$300,000,000 in value when compared to the previous year. Essentially, all of the property value growth is due to the development of Clearwater Paper, a paper company in Shelby, North Carolina. We have modified our tax collection rate for the 2020-2021 budget. This budget includes a collection rate of 97.5% compared to 98% in the previous year which translates to a projected net new revenue amount of approximately \$1,700,000 when calculated using a 57-cent tax rate and a 97.5% tax collection rate. One area of potential risk in next year's budget is motor vehicle tax base decline. Due to the inherent escalated depreciation schedule of registered motor vehicles (RMV) and the lack of new vehicle purchases during the pandemic, we are closely monitoring this revenue stream. The RMV value for Cleveland County is anticipated to be \$815MM.

Sales tax continues to be the County's second largest revenue. Included in the 2020-2021 fiscal year budget is sales tax revenue of \$9,987,500. Due to the COVID-19 recession, this represents an approximate twenty-percent (-20%) decline. This budgeted revenue number is equivalent to the 2015 fiscal year.

Between 2014 and 2018, Cleveland County experienced substantial growth in sales tax due to legislation distribution changes as well as a more robust local economy. This same time period has also experienced several economic development industry expansions. Industry expansions provide a "one time" sales tax revenue boost during construction.

Sales tax in Cleveland County is distributed through the Ad Valorem Method. One un-intended consequence of un-precedented economic development, specifically in municipalities, is lost sales tax revenue for Cleveland County. It is worth noting, that even Pre-COVID and aside from municipal growth, of the major state wide sales tax articles (39,40 & 42) there is a very clear and identifiable trend. The two (2) per capita articles (40 & 42) have seen a steady increase while the point of sale article (39) has seen a predictable decline. This could suggest that local sales tax has been inflated over the past few years by local construction projects like NTE, Clearwater, and Greenheck.

Not only are sales and use taxes distributed by the North Carolina Department of Revenue. Other revenue also impacted by the economic crisis (COVID):

- Scrap Tire Disposal
- White Goods
- Beer & Wine
- Telecommunications

These revenues have cumulatively been budgeted lower for the 2020-2021 fiscal year at \$18.9 MM. The total NCDOR budgeted revenue number is equivalent to the 2009 fiscal year.

Over the past five years, budgeted occupancy tax revenue has reflected very strong growth that occurred in travel and tourism. This was a combination of a strong economy and more county visitation. However, like sales tax, occupancy tax numbers have been inflated by major construction projects such as the Hwy 74 bypass as well as major industrial project. Since 2015 occupancy tax revenues have increased 40%. Industry experts are expecting less travel as a result of COVID-19. The 2020-2021 fiscal year budgeted revenue projection for occupancy tax is \$300,000- a decrease of 20%.

Inspection fee revenues increased in preceding years due to pent up demand after the recession. We anticipate activity to continue in the coming years with prospective housing projects and continued economic development activity. Included in the 2020-2021 budget is a fee adjustment for building inspections to better align with local and regional market rates.

	Previous	Recommended
• Mobile Home Inspection Fees	\$150	\$300
• Trade Permits	\$ 50	\$ 75
• Commercial Multiplier	.002	.003

In the 2020-2021 fiscal year, the inspection fee increase is projected to off-set any volume decline and revenue is projected to remain flat. The budget has a measured estimate of \$190,000. The operational subsidy percentage for the building inspection department is 52%.

Investment income is a barometer of strategic use of un-allocated resources. Staff are constantly in evaluation of 60, 90, & 120-day cash flow needs in order to maximize the investment portfolio. As a result of strategic management and increasing rates, investment income has grown approximately 1000% since 2014 (\$84,000 - \$1,000,000).

The County has appreciated this over whelming surge in investment income and that source has played a significant role in building the County's fund balance to 18.2%; however, due to the natural unpredictability and potential volatility of investment-based income, we have not been reliant on it as a budget balancing tool. The



2020-2021 fiscal year budget reflects a responsible investment income budgeted amount of \$650,000 – flat from the prior year budget, and a 35% decrease from actual expected amounts.

Federal revenues are predominantly located in the health and human services portion of the budget and are often based off of prescribed expenditure reimbursement rates. The federal revenue that is budgeted as part of the 2020-2021 fiscal year budget is approximately \$28MM. Due to the reimbursement nature of DHHS funding and matching requirements, the prime structural component of DHHS funding is the County's contribution requirement – which for the 2021 fiscal year is \$1.9MM lower at approximately \$10.3MM.

I began serving Cleveland County as Finance Director in 2014. At that time, the County's fund balance was 14.6%. It has been a continued goal of the County Commissioners to increase the County's fund balance to between 18-20%. Due to intentional budget management, service re-design, and expenditure re-engineering, FY 19 ended with a fund balance of 18.2%. Projections for the FY20 year-end are still proving to be a challenge, however, we are optimistic that the "soft landing" strategy will preserve the Board's goal of 18%. Included in the FY20/21 budget is a strategic fund balance draw down of \$1.3MM to balance the budget.

Cleveland County Government is committed to the fundamental principles of a High Performing Organization (HPO). One of the essential functions of an HPO is continuous self-reflection and rethinking of all activities and programs. One of our continued focuses is maintaining an innovative mind set of entrepreneurship in public service. Through our rethinking initiative we have been critical of projects, services, and business relationships that needed strengthened and those that needed abolished. Our team of department leaders and budget managers have exceeded expectations over the past 4 budgets – in 2014 the County had an overall General Fund Budget of \$113.5MM and the total appropriation for the 2020-2021 budget is approximately \$116.9MM.

Since that period, we have:

1. Increased staff salaries on average more than 22%
2. Improved all aspects of the employee health plan
3. Created employee tuition reimbursement plans
4. Developed a 20-year Master Facility Plan
5. System-Wide Enterprise Resource Planning (ERP Technology)
6. Increased public school funding
7. Strategic Land Acquisition
8. Doran Property Clean-Up
9. Open Public Shooting Complex
10. Added 40+ public safety employees

Budget re-engineering continues to be a cornerstone of Cleveland County's budget development. These strategies have created cost savings or cost avoidance of over \$15MM over the past five years. These savings have created the capacity for much of the accomplishments above. Several key re-engineering strategies are part of the 2020-2021 budget, including:

- a. Revenue Maximization

b. Phase II of Early Retirement Incentive Program (ERIP)

c. Energy Optimization Program

The overall appropriation of local funding for the Department of Social Services will be \$7,585,340. This represents a decrease from the prior year of \$689,448 and a decrease in three of the last four years. This reduction in cost comes independent and does not reflect any decrease in service delivery. These key changes have been navigated by the County's new Social Services Director, Katie Swanson. She has created a culture of high performance focused on doing more with less and continuation of NC Fast implementation. When fully staffed prior to 2020, Cleveland County DSS employed approximately 220 FTEs which equates to approximately 25% of the County workforce. Our goal is to manage that number do around 190 FTEs by December 2020. This goal was arrived by a careful study of key metrics as well as peer comparisons and would be accomplished through early retirement and attrition.

The overall appropriation of local funding for the Department of Public Health will be \$2,803,701. This represents a decrease from the prior year of \$1,258,701. The Public Health Department continues to lead the charge on improving the County health ranking and educating citizens on the importance of community wellness. The Public Health Department has approximately 130 FTEs.

In FY 21 we will continue to examine possible opportunities to gain efficiencies and implement the County's master facility plan. A continued top priority is evaluating alternatives for housing of Social Services, who continue to operate in a sub-standard and end of life building (1965). A non-funded priority in the County's 2020-2021 budget is to continue to evaluate the opportunity of re-locating social services and co-locating with public health. All other alternatives are also being evaluated.

As part of our prudent fiscal planning and preparation around COVID-19, all capital is currently on a six-month freeze and review. Included as an attachment of the budget is an updated formal 5-year CIP plan. The plan is intended to identify with a future orientation, upcoming capital needs (which are conceived from our Facility Planning and Long-Term Operational Strategies) and align those needs with proper funding resources – which for now are very limited. This type of policy direction and support from the Board of Commissioners is greatly appreciated by staff and recognized as true fiscal sustainability. As recently as 2017, Cleveland County received a bond rating upgrade from S&P/Moody's and is now AA+ - which ranks in the top 15% of all Counties in the State. This has proven critically important as we have remained aggressive in Economic Development with Shell Building financing and with Master Facility Planning Improvements.

Debt service management is another vital part of long-term planning and sustainability. The County has approximately \$60,000,000 in outstanding debt obligations. Of this \$60M, due to strategic management and innovative planning the County General Fund is only responsible for 37% of that amount. This debt percentage represents approximately 3.29 cents of the County's 57 cent tax rate. The remaining 63% of the debt obligations is

serviced from other Federal, State, and Local funding sources such as Lottery Funds. At his time, over 80% of the County's debt will be completely liquidated over the next 10 years.

Cleveland County Commissioners continue to see the importance of Economic Development and the recruitment of industry. Work force development continues to be the primary focus for long range success. In the upcoming fiscal year, the Board of Commissioners will continue to partner with Cleveland County Schools and Cleveland Community College to promote dual tract with a focus on modern manufacturing.

The County has budgeted \$163,000, a 15% decrease, to the Cleveland County Economic Development Partnership. Over the past several years, the county has increased funding for Economic Development by investing and moving forward with projects such as the Shell Building. This year's budget is equal to the FY19 funding allocation.

The County is a finalist for a Golden Leaf workforce innovation development grant in the amount of \$250,000. Accelerate Cleveland is a job training program targeted at the underemployed and unemployed population. Cleveland County is 1% of the NC Counties and makes up .08% of the total state population— Since 2008 we have recruited 17% of the total capital investment from new and expanding business in NC.

The Board of Commissioners have also placed a high priority on assisting the Agricultural community in their efforts. Included in the 2020-2021 fiscal year budget is the continued support for the small business incentive program, increased funding of NC. Cooperative Extension, and the continuation of grant support.

The Foothills Public Shooting Complex continues to see increases in the number of visitors and is positioned to provide a long-term regional travel/tourism draw for Cleveland County. The Complex hosted several tournaments during this past year and has plans of expanding those effort, if allowable post COVID-19. The 2020 fiscal year has exceeded expectations for revenue collections (+ \$225,000) and foot traffic (+25,000).

Cleveland County is excited to have received another grant through the North Carolina Association of County Commissioners that funds ½ of a FTE – Management Fellow Grant. This is the second time that the County has received this opportunity. This fellow will participate in variety of performance management projects including the development of the County's inaugural *Citizen's Academy*.

During FY 18 the Board of Commissioners began a community cleanup initiative that was aimed at reducing litter in Cleveland County. The program was highly successful and will be continued in the current budget. It has included the involvement of local partners and a marketing campaign that engages the local school system. The 2020-2021 budget includes a budget appropriation of \$15,000 to provide resources for this project.

Cleveland County is home to fifteen municipal governments, which is one of the highest numbers of any County in the State. Each of these municipal partners are vital to providing the highest level of government services to the citizens of Cleveland County. Over the last several years, the County has provided several one-time capital grants to municipalities to help facilitate recreational opportunities across Cleveland County including but not limited to:

City of Kings Mountain.....	\$80,000
City of Shelby.....	\$80,000
Town of Boiling Springs.....	\$80,000
Town of Polkville.....	\$140,000
Town of Lawndale.....	\$ 15,000
Town of Waco.....	\$20,000
Town of Casar.....	\$20,000

The Board of Commissioners recognizes the importance of supporting these local efforts while maintaining a balance with a multitude of other competing interests, social responsibilities and statutory duties. Since 2018, the County has annually allocated \$60,000 on an annual basis, that is disseminated to Cleveland County municipalities through a competitive process – due to the severe resource strain, the program is temporarily suspended for the 2020-2021 budget year.

The importance of the County’s trail systems to the community has never more been more obvious. Community mobility during the Governors Stay-At-Home order has been up 10%. Included in the 2020-2021 budget is \$46,000 for trail operations. Our team also plan to engage our management fellow to help draft and streamline a trail engagement policy during the year.

The Board of Commissioners continue to support the outstanding efforts of our County’s Animal Services department. During the past year, Cleveland County Animal Services made great strides in executing on a long term strategic plan aimed at lowering the number of unwanted animals in Cleveland County and a goal of a “No Kill” animal shelter. Under the new structural umbrella and central administration leadership model, the total number of annual euthanized animals has continued to decrease. The creation of an animal services community advisory board will ensure this momentum is continued with an ordinance review/re-write and options aimed at a low cost spay neuter public option. Included in the 2020-2021 budget is funding for the 2nd consecutive year to provide full intake vaccinations, spay/neuter, and micro-chipping for all animals that are cared for by Cleveland County Animal Services. We have also included in the budget, the appropriate allocations to maintain low cost adoptions and several free adoption clinics throughout the year.

During the 2018 work session, the Cleveland County Board of Commissioners updated their strategic plan to add Community Wellness as a fifth (5) focus area. Community Wellness is an inclusive focus area that is based on improving:

- 1.) County Health Rankings
- 2.) Social Determinants of Health
- 3.) Access to Physical Activity and Health Promotions

The Commissioners have identified several key initiatives specific to promoting and improving community wellness including an intentional focus on actively engaging in the fight against the opioid epidemic, increasing County wide recycling, and continued momentum of the “Partnering for Community Prosperity” project.

Included in the 2020-2021 budget is an additional appropriation of \$50,000 from Atrium Health to assist in continued funding telemedicine services. We have seen dramatic improvements in community health over the

past four years with the implementation of telemedicine coupled with a total of 20 school nurse’s county-wide. Cleveland County Schools provides funding for approximately 40% of the cost of school nurses in Cleveland County.

It is critical to recognize the dramatic emergency room impact of continuing to provide school telehealth services. Since the program was implemented, the unnecessary emergency room visits in the Graham school area were reduced by over 60%. County-wide there was a 29% decrease in unnecessary ER visits. Most recent data specifically for the 2019 year is as follows:

- 4,180 total visits
- 357 patients with no insurance served
- 19% decrease in emergency room visits between the year before and after enrolling in virtual care

The total public safety budget for Cleveland County in the 2020-2021 budget is \$25,443,527 and includes the Sheriff’s Department, Detention Facility, EMS, Emergency Management, and E-911 communications. The County Commissioners commitment to public safety investment is most evident when analyzed over time. In 2014, this budget was \$19,042,123 – the increase of \$6,401,404 (35%) has been more than any other function of County government and has supplanted in matching the funding levels of other similarly situated North Carolina Counties. Public safety capital replacement is a major component of the 2020-2021 budget. This includes mandatory system wide radio replacement and 800 mhz software upgrades totaling \$610,000.

Included in the 2020-2021 budget is continued momentum for public safety including three (3) new positions at the Detention Facility.

The Cleveland County Sheriff’s Department reflects a total annual appropriation of \$16,300,000, which represents 13.94% of the County’s General Fund. This reflects salaries, operations and capital for the Sheriff’s Department, Detention Facilities, and School Resource Officers.

Also included in the FY 21 budget is capital funding in the Sheriff’s Office and Emergency Medical Services as follows:

Sheriff’s Department		EMS	
Vehicle Allotment	\$680,774	2 Ambulances Remount	\$320,000
<u>MDT</u>	<u>\$26,000</u>	<u>Director Disc</u>	<u>\$60,000</u>
Total	\$706,774	Total	\$380,000

The Cleveland County Register of Deeds (ROD), Betsy Harnage, has completed her second-year processing and administering passport applications with overwhelming success. This is only being done in a few Registers offices across the State and we applaud the Registers office for offering a new service to the Citizens of Cleveland County. This service is being offered as a result of the hard work and innovative ideas of the ROD. This new service required very minimal capital improvements to the Registers existing office, and a marginal increase in the operational and part time budget. The office has also began scanning and digitalizing vital records that will be preserved and available electronically and indexed for the citizens of Cleveland County.

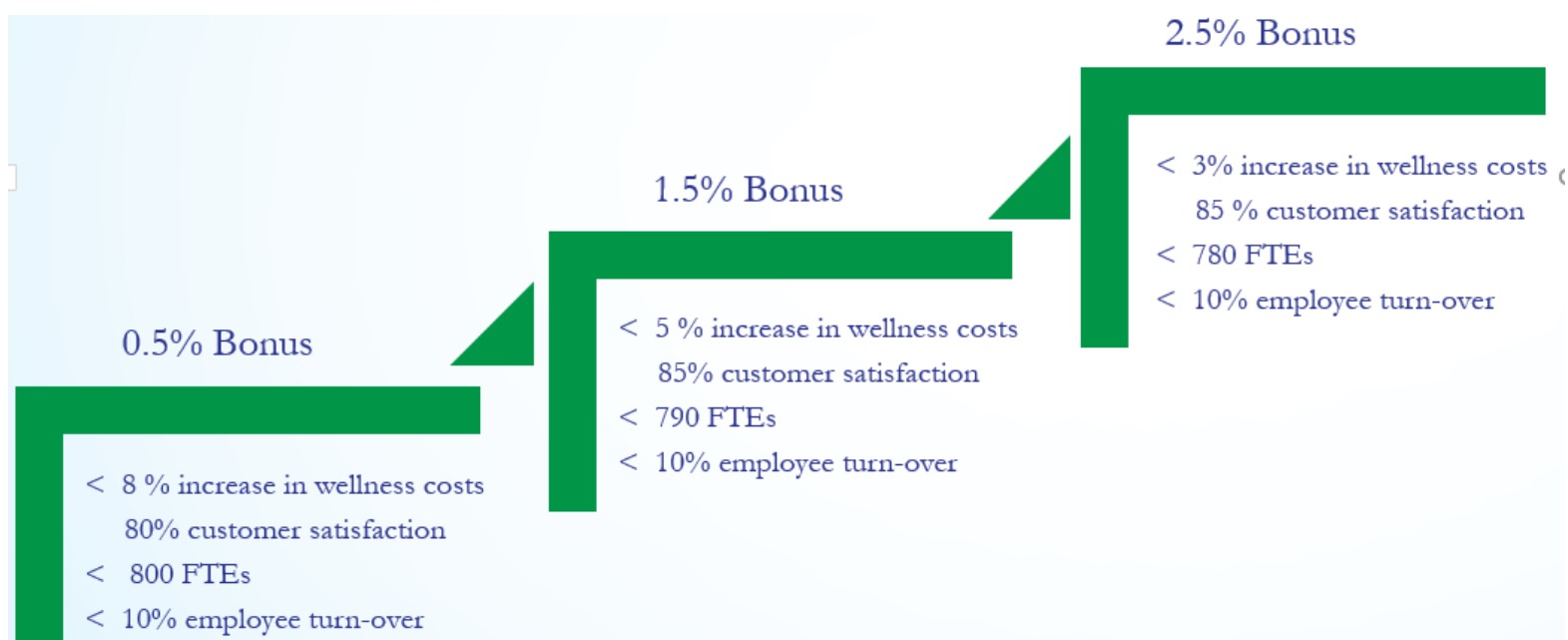
The Human Resources Department continues to work to support an atmosphere that promotes work place engagement, employee wellness, and high performing culture. Included in the 2020-2021 budget is continued funding of \$50,000 to provided effective supervisory training, diversity training, and workplace harassment training. During 2018, the Board of Commissioner voted unanimously to fully implement a Pay and Classification study that was done earlier that year. The cost to implement was \$2,000,000 and was accomplished without increasing taxes.

Cleveland County strives to be an employer of choice. On average, employees receive a benefit package that represents 25-35% of their total annual salary.

With the uncertainty in the national economy, anticipated revenue loss, and increase in mandated operational costs, the 2020-2021 budget does not include a cost of living adjustment effective July 1, 2020. However, we are pleased to include a performance bonus of up to two and a half percent (2.5%) for all full-time employees. This stays consistent with the pay for performance model that has been introduced to our employees over the past two (2) years. The bonus would be liquidated twice during the year on September 15<sup>th</sup> and March 15<sup>th</sup>. We are also planning a compensatory raise of one percent (1%) that would be effective on January 1<sup>st</sup>, 2021 if the following conditions are met.

- FY 19-20 Fiscal Year Audit doesn't include a fund balance draw down below 18%
- Revenue for the 1<sup>st</sup> and 2<sup>nd</sup> quarter of FY 21 exceed expectations at a less than 10% decline

The mechanics of the performance bonus model is as follows:



Governments across the State are reporting average health care cost increases of 10-15% for Employee Health Insurance. Included in the 2020-2021 budget, Cleveland County is requesting a 5.5% employer increase in health care premiums. Monthly premiums for employees covered under the plan will be increased from \$900 - \$950 which has an organization cost of \$450,000. This increase will be absorbed by the County General Fund. Our team is pleased with this continued momentum of managing our health costs with offsetting investments into

our workforce. The 2020-2021 budget also include continuation of the disease management programs, continuation of the YMCA benefits, improved long term disability, and for the eleventh (11) year in a row we have budgeted flat dependent and family rates. The low increase in healthcare premiums compared to governments across the state is indicative of our employees commitment to wellness and the steps they are taking to be healthier. Below, please find a chart outlining the county's cost savings in monthly claims costs.

The County administrative leadership team has incorporated three points of emphasis in managing the human capital for the upcoming fiscal year. The recommended budget incorporates Phase II of the Early Retirement Incentive Plan. All non-essential hiring will remain frozen through the 1<sup>st</sup> quarter of the 2020-2021 fiscal year.

- A.) Position Justification – A formal and data driven review of each vacant position in the organization as it is vacated. The review includes analyzing the potential for cross departmental sharing, technology savings and attrition.
- B.) Position Re-Classification - This represents an intentional effort to maximize each FTE position within County government. Our team recognizes that business and service delivery expectations change and that our team should look for opportunities to align current resources with the most appropriate need.
- C.) Substantial Equivalency – Substantial equivalency is the process of converting State defined staffing classifications into a local classification. This is a developing trend across the State and recognizes that County government is much more nimble and effective when we are adaptable to local needs.

The county allocation budget totals \$30,330,849 with equates to an increase of approximately \$65,000. Capital outlay will be \$2,850,000 which is consistent with the prior year.

The County Fire Service Districts tax rate will remain the same with a consistent rate of 8.75 cents per \$100 of property valuation for all County Fire Districts. The tax rate provides all funding including part time personnel, operations and capital for all 12 fire districts in Cleveland County. The budget team has worked closely with the County Fire Commission to forecast future needs and provide appropriate resources are distributed to ensure proper coverage limits for Cleveland County citizens. The total allocation is approximately \$4.1MM.

We are facing new challenges in the organization and in the community in 2020 that are very different than ever before. The success and momentum that has been built over the past six (6) years has brought new challenges of sustainability and constant excitement of “what could be” – that simply did not exist ten years ago. As we are now twenty (20) years into the Twenty-First century, we began the year with much optimism and hope. No one could have imagined that only months into the year we would be confronted with an invisible enemy that challenged our normalcy.

In these times of crisis, the Resiliency that we must find comes from our purpose – To Make our Community Better.

- The **ReAct** phase of our Crisis Management Plan is critical to the County’s long-term success. The decisions that we make today, will have a tremendous impact on our ability to serve our community as we move forward. Stabilizing means commitment to High Performance & Teamwork – focused around adaptation and nimbleness.
- The **ReBuild** phase will include obtaining a comprehensive understanding of the new landscape. The Courage to admit we are entering a “new normal” and asking hard questions that seeks re-engagement and the Integrity to act.
- Finally, **ReThink** starts with openness to change. Allowing Innovation to prosper, in the hierarchy alignment of ODI (Organization/Department/Individual).

We must stay committed to our purpose. Constant reflection and intent of synchronizing “what” we do with “why” we do it will ensure that Cleveland County Government prospers in our servant leader role. We must make sure, as an organization, that the gap between what we do and why we do it remains closely aligned. The road will most certainly be difficult, but I remain encouraged that our team is up for the challenge.

Mr. Epley thanked Commissioners for their vision and direction through this process and all the hard work of our Department Heads and staff.

Chairman Allen thanked Mr. Epley and his team for all their work on this FY 2020-2021 Budget and opened the floor to the Board for questions and discussion.

Commissioner Whetstine asked if the funds that were given to the United Way for Covid-19 have been used and what they have been used for. Mr. Epley asked Kerri Melton to respond. Ms. Melton stated that yes all of the funding the county gave to United Way has been spent. Ms. Melton can get an update for Commissioner for all fund allocations if needed. Commissioner Whetstine asked if we could give more funding to the United Way to help others in need. Ms. Melton said yes if this is the wish of the Board.

Chairman Allen inquired about TACC including a route in Kings Mountain. Mr. Epley stated himself and TACC Director Bob Davis have been speaking about a route in Kings Mountain and would like a committee or task force to be put together to make recommendations to what locations the TACC vehicle will travel to.

Chairman Allen asked Mr. Epley compared to surrounding counties are we competitive with our insurance and benefits. Mr. Epley stated yes he believes with of our benefits are competitive with other counties, Cleveland County has not raised insurance rates for spouses and dependents in 11 years.

Commissioner Hutchins asked Mr. Epley if the savings from the Early Retirement Incentive Program included the payout of comp time. Mr. Epley stated the savings and expenditure where not included together.

Commissioner Bridges asked, “With the insurance and potential performance bonus is Cleveland County is really competitive with our peer counties?” Mr. Epley believes that Cleveland County is very competitive.



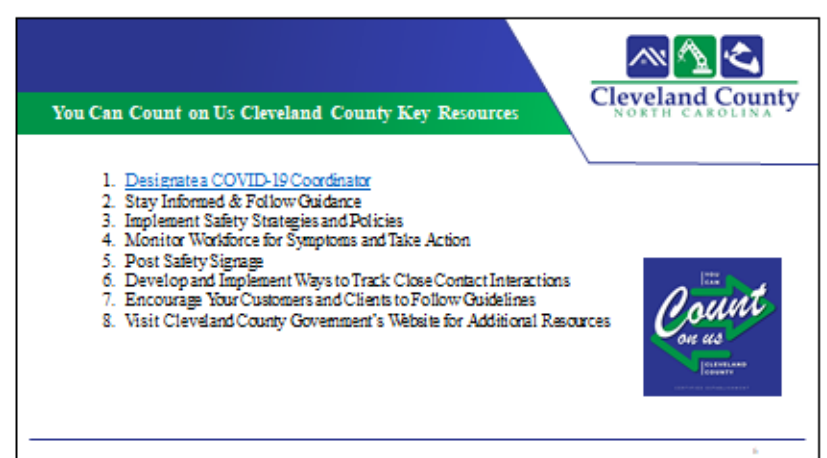
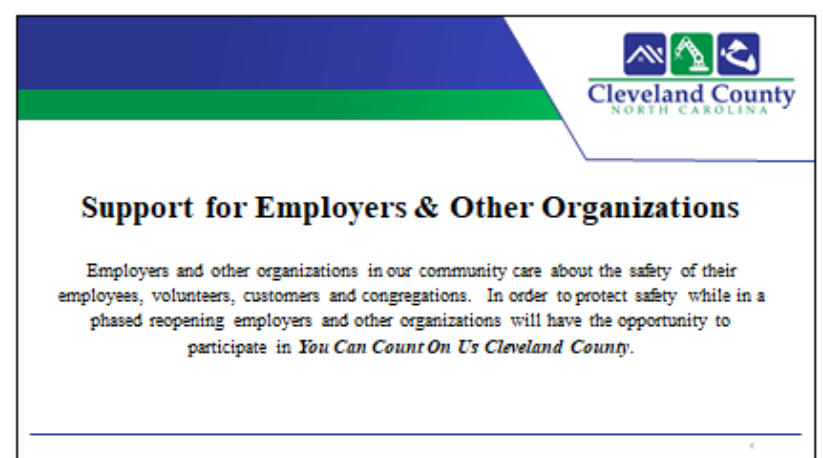
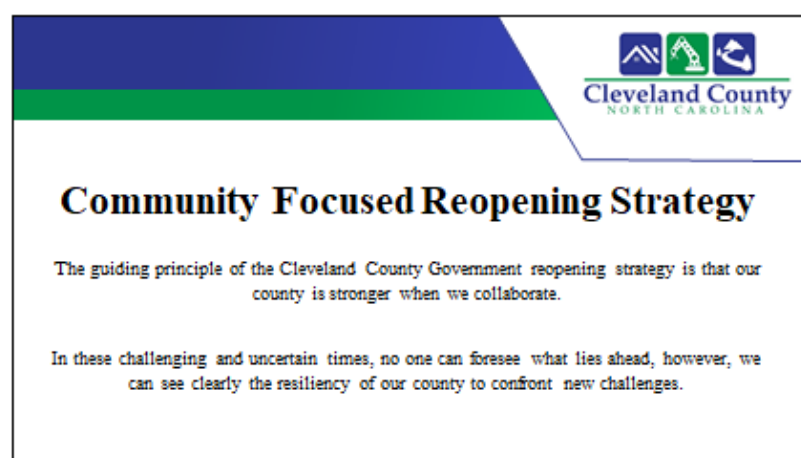
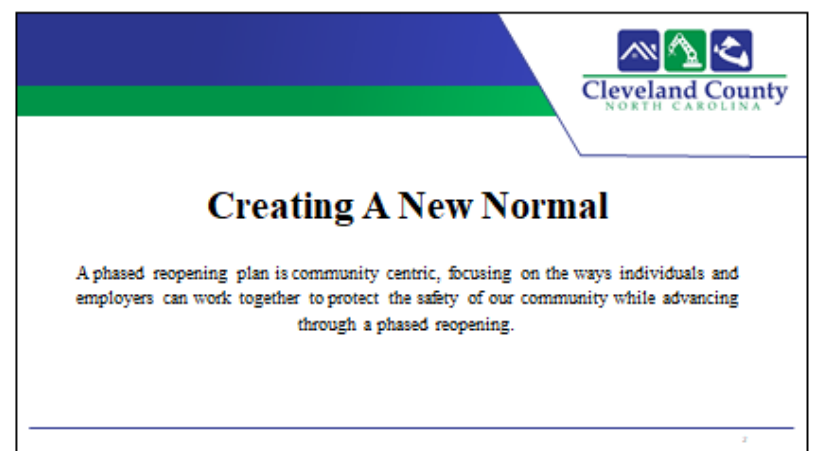
Commissioner Hutchins thanked Mr. Epley and his team for all the time that has been spent on the recommended budget.

Chairman Allen inquired “Is the \$6 Million allocation to the Sheriff’s Office and Detention Center adequate and have we brought that department in line with our peer counties?” Mr. Epley state the \$6 Million is for all of Public Safety but the vast majority is the Sheriff’s Department. In 2014, compared to our peer counties, we were significantly underfunded. Now we are much closer to our peer counties. Mr. Epley believes this number will be sustainable. Chairman Allen thanked Mr. Epley for his work on this challenging budget.

Chairman Allen reminded those in attendance, the Board will come back to hold a public hearing and will vote on the budget at their June 2, 2020 Regular Meeting.

**CLEVELAND COUNTY RE-OPENING PLAN**

Chairman Allen called Holly Wall to the podium to present information regarding the You Can Count On Us program. Holly Wall thanked the board for allowing her to present. She invited Commissioner to an event that would be held on Thursday for salons, barber shops and gyms where guidance will be distributed as well as masks and cleaning supplies. Ms. Wall presented the following PowerPoint.




  
Cleveland County  
NORTH CAROLINA

**Collaborative Efforts Are Key to Successful Implementation**


- May 13, 2020 – Reopening Cleveland County Responsibility Leadership Team Meeting
  - Purpose
  - Logo Design
  - Messaging
- May 15, 2020 – You Can Count on Us Cleveland County Focus Group Meeting
  - Presentation of purpose, logo, message delivery
  - Listening session from community members
- May 18, 2020 – Reopening Cleveland County Responsibility Leadership Team Meeting
  - Planning and preparation for distribution of materials
- May 19, 2020 – Marketing You Can Count on Us Cleveland County
  - Facebook, website and email delivery
- May 21, 2020 – You Can Count on Us Cleveland County Event
  - Drive-thru materials pick up from 2:00 pm – 4:00 pm
  - Barber shops/Salons/Nail Salons, Small Businesses, Tattoo Parlors, Gyms



  
Cleveland County  
NORTH CAROLINA

Responses as of 5/19/2020 4:00 pm

Type of Business or Organization



Business Type	Percentage
Other	10%
Retail	20%
Food Service	30%
Non-Profit	20%
Other	20%

  
Cleveland County  
NORTH CAROLINA



**Next Steps**

- Childcare & Summer Camps
- Housing/Shelter/Transportation
- Places of Worship
- Restaurants/Bars

  
Cleveland County  
NORTH CAROLINA



**Questions**

Chairman Allen thanked Ms. Wall for all the hard work on this project and opened the floor to the Board for questions and discussion

Commissioner Hutchins asked if bandanas were sufficient for masks. Ms. Wall replied yes, any cloth mask is. Commissioner Bridges asked if restaurants will be included in this week’s packet distribution. Ms. Wall stated no they are not but will be very soon. Restaurants have guidance from the state and Nathan McNeilly from the Health Department is working closely with the state to make sure those recommendations are given to restaurants.

**COMMISSIONER REPORTS**

No reports.

**ADJOURN**

There being no further business to come before the Board at this time, Commissioner Hutchins made a motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to adjourn the meeting*. The next meeting of the Commission is scheduled for *Tuesday, June 2<sup>nd</sup>, 2020 at 6:00 p.m. in the Commissioners Chamber*.

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*Susan Allen, Chairman  
Cleveland County Board of Commissioners*

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*April Crofts, Deputy Clerk  
Cleveland County Board of Commissioners*

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Abatements and Supplements**

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**Department:** Tax Administration  
**Agenda Title:** Abatements and Supplements  
**Agenda Summary:**  
**Proposed Action:**

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
<input type="checkbox"/> Copy_of_abate_supp_report_phyliss_apr_2020.xlsx	April 2020 Abate and Suppl
<input type="checkbox"/> abate_supp_report_phyliss_mar_2020.pdf	March 2020 Abate and Suppl

ABATEMENTS & SUPPLEMENTS

MONTH OF APRIL 2019-2020

DISTRICT	FUND		2020	2019
<u>COUNTY GENERAL</u>	<u>10</u>	ABATEMENTS		
		SUPPLEMENTS	<b>97,223.12</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>CONSOLIDATED SCHOOL</u>	<u>20</u>	ABATEMENTS		
		SUPPLEMENTS	<b>25,585.01</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>COUNTY FIRE</u>	<u>28</u>	ABATEMENTS		
		SUPPLEMENTS	<b>1,035.52</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>COUNTY SCHOOLS</u>	<u>71</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>SHELBY SCHOOLS</u>	<u>72</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>KINGS MTN SCHOOLS</u>	<u>73</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>FALLSTON FIRE</u>	<u>74</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>LATTIMORE FIRE</u>	<u>75</u>	ABATEMENTS		
		SUPPLEMENTS	<b>66.62</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		

<u>RIPPY FIRE</u>	<u>76</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	10-76		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	10-76		<b>123,910.27</b>	<b>0.00</b>
TOTAL HB ABATEMENTS	10-76		<b>0.00</b>	<b>0.00</b>
TOTAL HB SUPPLEMENTS	10-76		<b>0.00</b>	<b>0.00</b>
<u>CITY OF SHELBY</u>	<u>77</u>	ABATEMENTS		
		SUPPLEMENTS	<b>4,251.77</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	77		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	77		<b>4,251.77</b>	<b>0.00</b>
<u>TOWN OF BOILING SPRGS</u>	<u>78</u>	ABATEMENTS		
		SUPPLEMENTS	<b>52.06</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	78		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	78		<b>52.06</b>	<b>0.00</b>
<u>TOWN OF GROVER</u>	<u>79</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	79		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	79		<b>0.00</b>	<b>0.00</b>
<u>CITY OF KINGS MOUNTAIN</u>	<u>80</u>	ABATEMENTS		
		SUPPLEMENTS	<b>62,518.46</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	80		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	80		<b>62,518.46</b>	<b>0.00</b>
<u>TOWN OF LATTIMORE</u>	<u>81</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	81		<b>0.00</b>	<b>0.00</b>

TOTAL SUPPLEMENTS	81		0.00	0.00
<u>UPPER CLEVE WATER DIST</u>	82	ABATEMENTS		
		SUPPLEMENTS	352.92	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	82		0.00	0.00
TOTAL SUPPLEMENTS	82		352.92	0.00
<u>TOWN OF KINGSTOWN</u>	83	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	83		0.00	0.00
TOTAL SUPPLEMENTS	83		0.00	0.00
<u>TOWN OF FALLSTON</u>	84	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	84		0.00	0.00
TOTAL SUPPLEMENTS	84		0.00	0.00
<u>TOWN OF EARL</u>	85	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	85		0.00	0.00
TOTAL SUPPLEMENTS	85		0.00	0.00
<u>TOWN OF POLKVILLE</u>	86	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	86		0.00	0.00
TOTAL SUPPLEMENTS	86		0.00	0.00
<u>TOWN OF LAWNSDALE</u>	87	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	87		0.00	0.00
TOTAL SUPPLEMENTS	87		0.00	0.00

<u>TOWN OF CASAR</u>	<u>88</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	88		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	88		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF WACO</u>	<u>89</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	89		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	89		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF PATTERSON SPRGS</u>	<u>91</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	91		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	91		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF BELWOOD</u>	<u>92</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	92		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	92		<b>0.00</b>	<b>0.00</b>
<u>S/W COLLECTIONS</u>	<u>54</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	54		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	54		<b>0.00</b>	<b>0.00</b>
TOTAL REG ABATEMENTS	10-92		<b>0.00</b>	<b>0.00</b>
TOTAL REG SUPPLEMENTS	10-92		<b>191,085.48</b>	<b>0.00</b>
TOTAL HB ABATEMENTS	10-92		<b>0.00</b>	<b>0.00</b>
TOTAL HB SUPPLEMENTS	10-92		<b>0.00</b>	<b>0.00</b>
PAGE TOTALS	10-92	ABATEMENTS	<b>0.00</b>	<b>0.00</b>
PAGE TOTALS	10-92	SUPPLEMENTS	<b>191,085.48</b>	<b>0.00</b>

MONTHLY GRAND TOTAL		ABATEMENTS	<b>0.00</b>	
MONTHLY GRAND TOTAL		SUPPLEMENTS	<b>191,085.48</b>	

CHRIS GREEN  
TAX ASSESSOR







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0.00	0.00	0.00	0.00	0.00	0.00	0.00


ABATEMENTS & SUPPLEMENTS

MONTH OF MARCH 2019-2020

DISTRICT	FUND		2020	2019
<u>COUNTY GENERAL</u>	<u>10</u>	ABATEMENTS		<b>(954.07)</b>
		SUPPLEMENTS	<b>14,118.11</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>CONSOLIDATED SCHOOL</u>	<u>20</u>	ABATEMENTS		<b>(251.09)</b>
		SUPPLEMENTS	<b>3,715.35</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>COUNTY FIRE</u>	<u>28</u>	ABATEMENTS		<b>(45.47)</b>
		SUPPLEMENTS	<b>1,589.58</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>COUNTY SCHOOLS</u>	<u>71</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>SHELBY SCHOOLS</u>	<u>72</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>KINGS MTN SCHOOLS</u>	<u>73</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>FALLSTON FIRE</u>	<u>74</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
<u>LATTIMORE FIRE</u>	<u>75</u>	ABATEMENTS		<b>(72.90)</b>
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		

<u>RIPPY FIRE</u>	<u>76</u>	ABATEMENTS		
		SUPPLEMENTS	<b>15.36</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	10-76		<b>0.00</b>	<b>(1,323.53)</b>
TOTAL SUPPLEMENTS	10-76		<b>19,438.40</b>	<b>0.00</b>
TOTAL HB ABATEMENTS	10-76		<b>0.00</b>	<b>0.00</b>
TOTAL HB SUPPLEMENTS	10-76		<b>0.00</b>	<b>0.00</b>
<u>CITY OF SHELBY</u>	<u>77</u>	ABATEMENTS		<b>(49.86)</b>
		SUPPLEMENTS	<b>1,487.38</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	77		<b>0.00</b>	<b>(49.86)</b>
TOTAL SUPPLEMENTS	77		<b>1,487.38</b>	<b>0.00</b>
<u>TOWN OF BOILING SPRGS</u>	<u>78</u>	ABATEMENTS		<b>(62.29)</b>
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	78		<b>0.00</b>	<b>(62.29)</b>
TOTAL SUPPLEMENTS	78		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF GROVER</u>	<u>79</u>	ABATEMENTS		
		SUPPLEMENTS	<b>61.06</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	79		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	79		<b>61.06</b>	<b>0.00</b>
<u>CITY OF KINGS MOUNTAIN</u>	<u>80</u>	ABATEMENTS		<b>(28.34)</b>
		SUPPLEMENTS	<b>65.56</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	80		<b>0.00</b>	<b>(28.34)</b>
TOTAL SUPPLEMENTS	80		<b>65.56</b>	<b>0.00</b>
<u>TOWN OF LATTIMORE</u>	<u>81</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	81		<b>0.00</b>	<b>0.00</b>

TOTAL SUPPLEMENTS	81		<b>0.00</b>	<b>0.00</b>
<u>UPPER CLEVE WATER DIST</u>	<u>82</u>	ABATEMENTS		<b>(25.81)</b>
		SUPPLEMENTS	<b>401.43</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	82		<b>0.00</b>	<b>(25.81)</b>
TOTAL SUPPLEMENTS	82		<b>401.43</b>	<b>0.00</b>
<u>TOWN OF KINGSTOWN</u>	<u>83</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	83		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	83		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF FALLSTON</u>	<u>84</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	84		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	84		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF EARL</u>	<u>85</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	85		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	85		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF POLKVILLE</u>	<u>86</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	86		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	86		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF LAWNSDALE</u>	<u>87</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	87		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	87		<b>0.00</b>	<b>0.00</b>

<u>TOWN OF CASAR</u>	<u>88</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	88		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	88		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF WACO</u>	<u>89</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	89		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	89		<b>0.00</b>	<b>0.00</b>
<u>TOWN OF PATTERSON SPRGS</u>	<u>91</u>	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	91		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	91		<b>0.00</b>	<b>0.00</b>
TOWN OF BELWOOD	92	ABATEMENTS		
		SUPPLEMENTS		
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	92		<b>0.00</b>	<b>0.00</b>
TOTAL SUPPLEMENTS	92		<b>0.00</b>	<b>0.00</b>
<u>S/W COLLECTIONS</u>	<u>54</u>	ABATEMENTS		<b>(294.44)</b>
		SUPPLEMENTS	<b>36.80</b>	
		HB ABATEMENTS		
		HB SUPPLEMENTS		
TOTAL ABATEMENTS	54		<b>0.00</b>	<b>(294.44)</b>
TOTAL SUPPLEMENTS	54		<b>36.80</b>	<b>0.00</b>
TOTAL REG ABATEMENTS	10-92		<b>0.00</b>	<b>(1,784.27)</b>
TOTAL REG SUPPLEMENTS	10-92		<b>21,490.63</b>	<b>0.00</b>
TOTAL HB ABATEMENTS	10-92		<b>0.00</b>	<b>0.00</b>
TOTAL HB SUPPLEMENTS	10-92		<b>0.00</b>	<b>0.00</b>
PAGE TOTALS	10-92	ABATEMENTS	<b>0.00</b>	<b>(1,784.27)</b>
PAGE TOTALS	10-92	SUPPLEMENTS	<b>21,490.63</b>	<b>0.00</b>

MONTHLY GRAND TOTAL		ABATEMENTS	<b>(3,072.85)</b>	
MONTHLY GRAND TOTAL		SUPPLEMENTS	<b>21,490.63</b>	

CHRIS GREEN  
TAX ASSESSOR







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(22.90)								
(22.90)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



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**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Health Department: Budget Amendment (BNA#061)**

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**Department:** Health Department

**Agenda Title:** Budget Amendment (BNA#061)

**Agenda Summary:**

**Proposed Action:**

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**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> BNA061_06.02.20.pdf	Health Dept:Adult Health Budget Amendment (BNA#061)

BUDGET ORDINANCE AMENDMENT

BNA # 061

TO BE SUBMITTED TO BOARD MEETING June 2, 2020

FROM: BUDGET OFFICER  
THRU: FINANCE OFFICE  
FOR DEPT: CLEVELAND COUNTY HEALTH DEPARTMENT  
DATE: April 17, 2020

SIGNATURES:  
  
Finance Director  
  
Department Manager

Account Number	Project Code	Department	Account Name	Increase	Decrease
<u>012.533.4.310.19</u>	<u>NA</u>	<u>Adult Health</u>	<u>FED GRT-COVID 19 Crisis Res</u>	<u>\$96,503</u>	
<u>012.533.5.121.00</u>	<u>NA</u>	<u>Adult Health</u>	<u>Salaries/Reg</u>	<u>\$96,503</u>	

Explanation of Revisions: NCDHHS thru the CDC has allocated \$96,503 to support public health emergency response to COVID 19. Responses include to carryout surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications and other preparedness and reponse capabilities. Funds will be used to cover existing salaries/fringe.

THE ABOVE AMENDMENT HAS BEEN APPROVED AND RECORDED IN THE MINUTES OF THE COUNTY COMMISSIONERS' MEETING ON \_\_\_\_\_ (Date)

\_\_\_\_\_  
Phyllis Nowlen, Clerk to the Board

RETURN TO COUNTY FINANCE OFFICE

cc: Personnel Batch # \_\_\_\_\_  
cc: Purchasing By \_\_\_\_\_

501

# Division of Public Health Agreement Addendum FY 19-20

Cleveland County Health Department  
**Local Health Department Legal Name**

Epidemiology / PH Preparedness & Response  
**DPH Section / Branch Name**

619 COVID-19 Crisis Response  
**Activity Number and Description**

Wayne Mixon, (919) 546-1831  
wayne.mixon@dhhs.nc.gov

**DPH Program Contact**  
(name, phone number, and email)

01/20/2020 – 05/31/2020  
**Service Period**

**DPH Program Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
(only required for a negotiable agreement addendum)

02/01/2020 – 06/30/2020  
**Payment Period**

- Original Agreement Addendum**
- Agreement Addendum Revision #** \_\_\_\_\_

**I. Background:**

On March 6, 2020, the President of the United States signed into law the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123) (Coronavirus Supplemental). This Act provides funding to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19).

To support governmental public health emergency response to COVID-19, the Centers for Disease Control and Prevention (CDC) has activated CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response ([www.cdc.gov/phpr/readiness/funding-crisis.htm](http://www.cdc.gov/phpr/readiness/funding-crisis.htm)). CDC is awarding funding, totaling \$569,822,380, under Components A and B to eligible jurisdictions that are on the approved but unfunded (ABU) list for CDC-RFA-TP18-1802 to provide resources to prevent, prepare for, and respond to COVID-19. This funding is intended for state, local, territorial, and tribal health departments to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities. These funds are in addition to funds CDC previously awarded to select jurisdictions for COVID-19 response activities.

The Division of Public Health (DPH), Public Health Preparedness & Response (PHP&R) Branch, is making an allocation of these funds available to all local health departments through the "CDC-RFA-TP18-1802, Cooperative Agreement for Emergency Response: Public Health Crisis Response, COVID-19 Crisis Response Cooperative Agreement – Components A and B Supplemental Funding" to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities.

*DeShay Oliver*

Health Director Signature (use blue ink)

4/13/2020  
Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Holly Thornburg</u>
	Phone number with area code: <u>980-484-5111</u>
	Email address: <u>holly.thornburg@clevelandcounty.nc.gov</u>

Signature on this page signifies you have read and accepted all pages of this document.

**II. Purpose:**

This Activity is for the Local Health Department to work to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19) by carrying out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities.

**III. Scope of Work and Deliverables:**

All of the activities the Local Health Department performs under this Agreement Addenda shall be informed by the NC DHHS COVID-19 Guidance for Health Care Providers and Local Health Departments.<sup>1</sup> The Local Health Department (LHD) shall:

1. Implement and scale-up **laboratory testing and data collection to enable identification and tracking of COVID-19 cases** in the community with emphasis placed on priority populations as defined in NC DHHS guidance<sup>2</sup> to include health care workers, first responders, persons in high-risk congregate settings, and persons at a higher risk of severe illness, and immediate implementation of real-time reporting to PHP&R. This shall be accomplished by conducting one or more of the following activities:
  - a. Expand testing access in the community with a focus on persons who may expose vulnerable people.
  - b. Conducting surveillance to identify cases, report case data in a timely manner, identify contacts, characterize disease transmission, and track relevant epidemiologic characteristics including hospitalization and death.
  - c. Conducting surveillance to monitor virologic and disease activity in the community and healthcare settings, with emphasis on expanding contact tracing for high risk populations using traditional and non-traditional methods.
  - d. Implementing routine and enhanced surveillance to support the science base that informs public health interventions that mitigate the impact of COVID-19, including understanding of clinical characteristics; infection prevention and control practices; and other mitigation requirements.
  - e. Establishing or enhancing core epidemiological activities to support response such as risk assessment, case classification, analysis, visualization, and reporting.
  - f. Conduct surveillance to monitor disruption in the community caused by COVID-19 and related mitigation activities (e.g., school closures and cancellation of mass gatherings).
  - g. Conduct surveillance to monitor disruption in healthcare systems caused by COVID-19 (e.g., shortages of personal protective equipment).
2. Write a brief **COVID-19 community intervention implementation plan** and upload it by May 31, 2020 to the COVID-19/Agreement Addendum/County Submissions/CountyName folder at <https://ncconnect.sharepoint.com/sites/phpr/SitePages/PCForums.aspx>. The naming convention for this plan shall be, "CountyName-Community Plan" (for example: Wake-Community Plan).

This plan shall describe how the LHD will achieve the response's three mitigation goals: 1) Slow transmission of disease, 2) Minimize morbidity and mortality, and 3) Preserve healthcare, workforce, and infrastructure functions and minimize social and economic impacts. The LHD shall use its

<sup>1</sup> <https://www.ncdhhs.gov/divisions/public-health/covid19/covid-19-guidance#all-guidance-for-health-care-providers-and-local-health-departments>

<sup>2</sup> <https://files.nc.gov/ncdhhs/documents/files/covid-19/COVID-19-Provider-Guidance-Final.pdf>

current Pan Flu Plan as a template and create a COVID-19 Community Intervention Implementation Plan that shall address how the LHD will accomplish the following tasks, with emphasis on addressing high-risk congregate settings such as long-term care facilities, homeless shelters, correctional facilities, and migrant farmworker camps:

- a. Minimize potential spread and reduce morbidity and mortality of COVID-19 in communities.
  - b. Plan and adapt for disruption caused by community spread and implement interventions to prevent further spread.
  - c. Ensure healthcare system response is an integrated part of community interventions.
  - d. Ensure integration of community mitigation interventions with health system preparedness and response plans and interventions.
3. Summarize the LHD's COVID-19 community intervention implementation plan into a **COVID-19 community intervention executive summary** and upload it by May 31, 2020 to the COVID-19/Agreement Addendum/County Submissions/CountyName folder at <https://necconnect.sharepoint.com/sites/phpr/SitePages/PCForums.aspx>. The naming convention for this executive summary shall be, "CountyName-Executive Summary" (For example: Wake-Executive Summary).

This executive summary shall describe a brief statement of the problems or proposals covered, background information, analysis and conclusions regarding how the LHD will meet the response's three mitigation goals: 1) Slow transmission of disease, 2) Minimize morbidity and mortality, and 3) Preserve healthcare, workforce, and infrastructure functions and minimize social and economic impacts.

4. **Identify and address additional response needs through one or more of the allowable activities** from the list of Domains and Categories below, with examples of such activities provided in Appendix 2 of the attached "CDC-RFA-TP18-1802, Cooperative Agreement for Emergency Response: Public health Crisis Response, COVID-19 Crisis Response Cooperative Agreement - Components A and B Supplemental Funding Interim Guidance" document dated March 15, 2020 ("CDC Interim Guidance document"):
- a. Domain 1: Incident Management for Early Crisis Response.
    - i. Emergency Operations and Coordination
    - ii. Responder Safety and Health
    - iii. Identification of Vulnerable Populations
  - b. Domain 2: Jurisdictional Recovery.
  - c. Domain 3: Information Management.
    - i. Information Sharing, with emphasis on infection control policies and proper use of personal protective equipment (PPE)
    - ii. Emergency Public Information and Warning and Risk Communication, with emphasis on expanding communications and public education campaigns including digital platforms and call lines
  - d. Domain 4: Countermeasures and Mitigation.
    - i. Nonpharmaceutical Interventions
    - ii. Quarantine and Isolation Support, with emphasis on isolation and quarantine of identified cases in high risk populations
    - iii. Distribution and Use of Medical Materiel

- e. Domain 5: Surge Management.
  - i. Surge Staffing
  - ii. Public Health Coordination with Healthcare Systems
  - iii. Infection Control
- f. Domain 6: Biosurveillance.
  - i. Public Health Surveillance and Real-time Reporting
  - ii. Public Health Laboratory Testing, Equipment, Supplies and Shipping
  - iii. Data Management

**IV. Performance Measures/Reporting Requirements:**

The Local Health Department shall:

1. Provide data as requested by PHP&R that supports reporting the performance measures and deliverables from the CDC-RFA-TP18-1802, Cooperative Agreement for Emergency Response: Public Health Crisis Response, COVID-19 Crisis Response Cooperative Agreement - Components A and B Supplemental Funding. The CDC will determine the essential data elements by April 15, 2020. Upon receiving this information from the CDC, PHP&R will communicate it to the LHDs via email with delivery/read verification.
2. Submit the following updates and reports to PHP&R:
  - a. Monthly updates to the COVID TP18-1802 Awardee Spend Plan (Excel spreadsheet).
    - i. These updates are to be uploaded in the COVID-19/Agreement Addendum/County Submissions/CountyName folder, located at <https://ncconnect.sharepoint.com/sites/phpr/SitePages/PCForums.aspx> at no later than thirty days after each month ends. The naming convention for these files shall be, "CountyName-MonthOfReport Spend Plan" (for example: Wake-April Spend Plan).
    - ii. This spreadsheet is available for download and it resides in the COVID-19/Agreement Addendum folder of the Preparedness Coordinator forum, located at: <https://ncconnect.sharepoint.com/sites/phpr/SitePages/PCForums.aspx>
  - b. Monthly Expenditure Monitoring Reports (EMRs) are due via email ([phpr.sgm@dhhs.nc.gov](mailto:phpr.sgm@dhhs.nc.gov)) to the PHP&R Program Manager no later than thirty days after the month ends.
3. Provide all plans and documents for review by PHP&R staff when requested. Plans and other documents must be consistent with state and federal requirements and must be specific to your local public health area.

**V. Performance Monitoring and Quality Assurance:**

PHP&R will provide technical support to the Local Health Department to meet the required and allowable activities defined in the CDC Interim Guidance document. Templates and best practices will be provided as needed on an ongoing basis. PHP&R staff will maintain open communication with the Local Health Department and will therefore, receive and respond to all questions related to the COVID-19 Crisis Response Cooperative Agreement.

PHP&R's Subrecipient Grants Monitor or PHP&R Program Manager's designee will review reports and may schedule and conduct on-site visits with the Local Health Department to assess compliance with CDC grant and Agreement Addendum requirements, financials, and/or provide consultative assistance.



Inadequate performance on the part of the Local Health Department directly impacts the capacity of North Carolina's ability in overall preparedness. In the event that performance is deemed inadequate or non-compliant, PHP&R reserves the right to identify the county as "high risk," which may result in a reduction or suspension of funds.

While not necessarily an indicator of inadequate performance, a Local Health Department's inability to spend allocated funds will result in an assessment and potential recall of funds for re-allocation to other local health departments.

## VI. **Funding Guidelines or Restrictions:**

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
  - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
  - b. Frequency: Supplements will be generated as the Division receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.
2. Unallowable costs:
  - a. Research
  - b. Clinical care except as provided above in connection with Domain 4 activities.
  - c. Publicity and propaganda (lobbying). Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - i. publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
    - ii. the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body

Detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients can be found under Additional Requirement 12: [https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
  - d. All unallowable costs cited in CDC-RFA-TP18-1802 remain in effect, unless specifically amended in the CDC Interim Guidance document, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards.
3. PHP&R will distribute funds to the Local Health Department in amounts based on a formula developed to maximize COVID-19 prevention and mitigation actions to protect the citizens of North Carolina. Funds will be distributed through the Controller's Office based on standard DPH procedures. It is anticipated that the level of funding provided through this Agreement Addendum

will not be enough to support all of the activities that a Local Health Department will undertake and that other resources may be necessary to meet the requirements.

4. Overlap in Projects, Budget Items, or Commitment of Effort
  - a. Funds cannot be used to supplant existing federal funds awarded by other federal sources.
  - b. Funds cannot be used to match funding on other federal awards.
5. PHP&R reserves the right to review any expenditure that is not in line with the purpose and scope of the funding source. After review of the expenditure PHP&R may reject the expenditure and then require the Local Health Department to further justify or to pay back the expense.

**FY20 Activity:** 619 COVID-19 Crisis Response

**Supplement 1**

Supplement reason:  In AA+BE or AA+BE Rev -OR-  -

CFDA #: 93.354 Federal awd date: 3/16/20 Is award R&D? no FAIN: NU90TP922104 Total amount of fed awd: \$ 13,820,515

CFDA name: Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response  
 Fed award project description: North Carolina's Cooperative Agreement for Emergency Response: Public Health Crisis Response  
 Fed awarding agency: DHHS, Centers for Disease Control and Prevention  
 Federal award indirect cost rate: n/a %

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	128,163	128,163	Jackson	019728518	70,554	70,554
Albemarle	130537822	125,566	125,566	Johnston	097599104	143,714	143,714
Alexander	030495105	67,966	67,966	Jones	095116935	54,783	54,783
Anson	847163029	61,862	61,862	Lee	067439703	78,555	78,555
Appalachian	780131541	95,074	95,074	Lenoir	042789748	76,669	76,669
Beaufort	091567776	72,269	72,269	Lincoln	086869336	89,753	89,753
Bladen	084171628	66,214	66,214	Macon	070626825	66,934	66,934
Brunswick	091571349	114,310	114,310	Madison	831052873	60,489	60,489
Buncombe	879203560	172,455	172,455	MTW	087204173	68,611	68,611
Burke	883321205	92,873	92,873	Mecklenburg	074498353	560,503	560,503
Cabarrus	143408289	148,104	148,104	Montgomery	025384603	62,956	62,956
Caldwell	948113402	89,069	89,069	Moore	050988146	96,620	96,620
Carteret	058735804	83,161	83,161	Nash	050425677	97,714	97,714
Caswell	077846053	61,107	61,107	New Hanover	040029563	158,938	158,938
Catawba	083677138	124,338	124,338	Northampton	097594477	59,671	59,671
Chatham	131356607	84,834	84,834	Onslow	172663270	143,221	143,221
Cherokee	130705072	63,732	63,732	Orange	139209659	118,283	118,283
Clay	145058231	55,468	55,468	Pamlico	097600456	56,266	56,266
Cleveland	879924850	96,503	96,503	Pender	100955413	79,161	79,161
Columbus	040040016	76,466	76,466	Person	091563718	68,860	68,860
Craven	091564294	98,592	98,592	Pitt	080889694	133,699	133,699
Cumberland	123914376	205,618	205,618	Polk	079067930	60,101	60,101
Dare	082358631	67,354	67,354	Randolph	027873132	117,585	117,585
Davidson	077839744	128,846	128,846	Richmond	070621339	71,201	71,201
Davie	076526651	70,158	70,158	Robeson	082367871	111,728	111,728
Duplin	095124798	78,037	78,037	Rockingham	077847143	93,034	93,034
Durham	088564075	195,954	195,954	Rowan	074494014	116,514	116,514
Edgecombe	093125375	74,731	74,731	RPM	782359004	0	0
Foothills	782359004	103,846	103,846	Sampson	825573975	80,061	80,061
Forsyth	105316439	226,512	226,512	Scotland	091564146	66,766	66,766
Franklin	084168632	81,902	81,902	Stanly	131060829	79,705	79,705
Gaston	071062186	153,665	153,665	Stokes	085442705	71,798	71,798
Graham	020952383	54,074	54,074	Surry	077821858	84,350	84,350
Granville-Vance	063347626	99,938	99,938	Swain	146437553	56,774	56,774
Greene	091564591	59,862	59,862	Toe River	113345201	74,267	74,267
Guilford	071563613	300,641	300,641	Transylvania	030494215	66,471	66,471
Halifax	014305957	74,181	74,181	Union	079051637	159,040	159,040
Harnett	091565986	112,466	112,466	Wake	019625961	551,988	551,988
Haywood	070620232	79,475	79,475	Warren	030239953	59,512	59,512
Henderson	085021470	104,813	104,813	Wayne	040036170	108,493	108,493
Hoke	091563643	75,326	75,326	Wilkes	067439950	82,793	82,793
Hyde	832526243	52,439	52,439	Wilson	075585695	88,439	88,439
Iredell	074504507	133,835	133,835	Yadkin	089910624	67,871	67,871

DPH-Aid-To-Counties

For Fiscal Year: 19/20

Budgetary Estimate Number : 0

Activity 619	AA	1264 2680 CP	Proposed Total	New Total
Service Period		01/20-06/30		
Payment Period		02/20-07/31		
01 Alamance	* 1	128,163	128,163	128,163
D1 Albemarle	* 1	125,566	125,566	125,566
02 Alexander	* 1	67,966	67,966	67,966
04 Anson	* 1	61,862	61,862	61,862
D2 Appalachian	* 1	95,074	95,074	95,074
07 Beaufort	* 1	72,269	72,269	72,269
09 Bladen	* 1	66,214	66,214	66,214
10 Brunswick	* 1	114,310	114,310	114,310
11 Buncombe	* 1	172,455	172,455	172,455
12 Burke	* 1	92,873	92,873	92,873
13 Cabarrus	* 1	148,104	148,104	148,104
14 Caldwell	* 1	89,069	89,069	89,069
16 Carteret	* 1	83,161	83,161	83,161
17 Caswell	* 1	61,107	61,107	61,107
18 Catawba	* 1	124,338	124,338	124,338
19 Chatham	* 1	84,834	84,834	84,834
20 Cherokee	* 1	63,732	63,732	63,732
22 Clay	* 1	55,468	55,468	55,468
23 Cleveland	* 1	96,503	96,503	96,503
24 Columbus	* 1	76,466	76,466	76,466
25 Craven	* 1	98,592	98,592	98,592
26 Cumberland	* 1	205,618	205,618	205,618
28 Dare	* 1	67,354	67,354	67,354
29 Davidson	* 1	128,846	128,846	128,846
30 Davie	* 1	70,158	70,158	70,158
31 Duplin	* 1	78,037	78,037	78,037
32 Durham	* 1	195,954	195,954	195,954
33 Edgecombe	* 1	74,731	74,731	74,731
D7 Foothills	* 1	103,846	103,846	103,846
34 Forsyth	* 1	226,512	226,512	226,512
35 Franklin	* 1	81,902	81,902	81,902
36 Gaston	* 1	153,665	153,665	153,665
38 Graham	* 1	54,074	54,074	54,074
D3 Gran-Vance	* 1	99,938	99,938	99,938
40 Greene	* 1	59,862	59,862	59,862
41 Guilford	* 1	300,641	300,641	300,641
42 Halifax	* 1	74,181	74,181	74,181
43 Harnett	* 1	112,466	112,466	112,466
44 Haywood	* 1	79,475	79,475	79,475
45 Henderson	* 1	104,813	104,813	104,813
46 Hertford	* 1	0	0	0
47 Hoke	* 1	75,326	75,326	75,326
48 Hyde	* 1	52,439	52,439	52,439
49 Iredell	* 1	133,835	133,835	133,835
50 Jackson	* 1	70,554	70,554	70,554

51 Johnston	* 1	143,714	143,714	143,714
52 Jones	* 1	54,783	54,783	54,783
53 Lee	* 1	78,555	78,555	78,555
54 Lenoir	* 1	76,669	76,669	76,669
55 Lincoln	* 1	89,753	89,753	89,753
56 Macon	* 1	66,934	66,934	66,934
57 Madison	* 1	60,489	60,489	60,489
D4 M-T-W	* 1	68,611	68,611	68,611
60 Mecklenburg	* 1	560,503	560,503	560,503
62 Montgomery	* 1	62,956	62,956	62,956
63 Moore	* 1	96,620	96,620	96,620
64 Nash	* 1	94,714	94,714	94,714
65 New Hanover	* 1	158,938	158,938	158,938
66 Northampton	* 1	59,671	59,671	59,671
67 Onslow	* 1	143,221	143,221	143,221
68 Orange	* 1	118,283	118,283	118,283
69 Pamlico	* 1	56,266	56,266	56,266
71 Pender	* 1	79,161	79,161	79,161
73 Person	* 1	68,860	68,860	68,860
74 Pitt	* 1	133,699	133,699	133,699
75 Polk	* 1	60,101	60,101	60,101
76 Randolph	* 1	117,585	117,585	117,585
77 Richmond	* 1	71,201	71,201	71,201
78 Robeson	* 1	111,728	111,728	111,728
79 Rockingham	* 1	93,034	93,034	93,034
80 Rowan	* 1	116,514	116,514	116,514
D5 R-P-M	* 1	0	0	0
82 Sampson	* 1	80,061	80,061	80,061
83 Scotland	* 1	66,766	66,766	66,766
84 Stanly	* 1	79,705	79,705	79,705
85 Stokes	* 1	71,798	71,798	71,798
86 Surry	* 1	84,350	84,350	84,350
87 Swain	* 1	56,774	56,774	56,774
D6 Toe River	* 1	74,267	74,267	74,267
88 Transylvania	* 1	66,471	66,471	66,471
90 Union	* 1	159,040	159,040	159,040
92 Wake	* 1	551,988	551,988	551,988
93 Warren	* 1	59,412	59,412	59,412
96 Wayne	* 1	108,493	108,493	108,493
97 Wilkes	* 1	82,793	82,793	82,793
98 Wilson	* 1	88,439	88,439	88,439
99 Yadkin	* 1	67,871	67,871	67,871
Totals		9,123,144	9,123,144	9,123,144

Sign and Date - DPH Program Administrator <i>Wign Miz</i> 4.6.2020	Sign and Date - DPH Section Chief <i>JMK</i> 4/6/20
Sign and Date - DPH Contracts Officer <i>Shanice</i> 4/6/2020	Sign and Date - DPH Budget Officer <i>Patricia</i> 04/06/2020

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**Library:Budget Amendment (BNA#062)**

---

**Department:** Library

**Agenda Title:** Budget Amendment (BNA#062)

**Agenda Summary:**

**Proposed Action:**

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**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> BNA062_06.02.20.pdf	Library:Budget Amendment (BNA#062)

BUDGET NEW - ORDINANCE AMENDMENT

BNA # 062

SUBMITTED TO BOARD OF COUNTY COMMISSIONERS  
FOR CONSIDERATION AT MEETING TO BE HELD ON:

June 2, 2020

FROM: BUDGET OFFICER  
THRU: FINANCE OFFICE  
FOR DEPT: LIBRARY  
DATE: 5/19/2020

SIGNATURES:

  
Finance Director  
Carl H. Wilson  
Department Manager

Account Number	Project Code	Department	Account Name	Increase	Decrease
010.611.4.810.07		Library	Donations Special Blanton	\$ 3,213.00	
010.611.5.790.07		Library	Donations Special Blanton	\$ 3,213.00	

Explanation of Revisions: To budget Donations Special Blanton received on 1/14/20 over the original budget amount.  
To cover expenses to be incurred for a digital sign.

THE ABOVE AMENDMENT HAS BEEN APPROVED AND RECORDED IN THE MINUTES OF THE COUNTY  
COMMISSIONERS' MEETING ON \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Phyllis Nowlen, Clerk to the Board

RETURN TO FINANCE OFFICE and Forward copy via email to [Tonya.Sigmon@clevelandcounty.com](mailto:Tonya.Sigmon@clevelandcounty.com)

cc: Personnel      Batch # \_\_\_\_\_  
cc: Purchasing    Date: \_\_\_\_\_  
By: \_\_\_\_\_

CLEVELAND COUNTY

KF3112

DUPLICATE CASH RECEIPT

11:27:20 19 MAY 2020

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Receipt Number 13417  
 Date 01/21/2020  
 Payer LIB  
 Description 1/14 LIB  
 Type Memo  
 Cash Account 010-000-1-130-01  
 Amount 20,229.26

=====

010-611-4-510-00 DEPARTMENTAL FEES	R	71.06
010-611-4-810-07 DONATIONS SPECIAL BLANTON	R	11,213.00
FRIENDS OF THE LIBRARY PASS		
010-611-4-460-00 OTHER UNITS SHARE BUD EXP	R	8,945.20
CTY OF KM COMPRISE&BIBLIOTHECA		

TOTAL RECEIPTS

-----  
 20,229.26  
 -----



Cleveland County Library System (611) Rev 7/30/15  
 Deposit Recap Page 1  
 Fax: 704-484-4796  
 Deposit Date 1/14/2020

Description	Name	Check #	Amount
Cash			\$71.06
Checks			

**Fines and Fees 010-611-4-510-00 TOTAL \$71.06**

Description	Name	Check #	Amount
Cash			
Checks			

**Donations General 010-611-4-810-00 TOTAL**

Description	Name	Check #	Amount
Cash			
Checks			

**Donations Books 010-611-4-810-01 TOTAL**

Description	Name	Check #	Amount
Cash			
Checks	Friends of the Library Pass through for Blanton Endowment	1109	\$11,213.00

**Donations Special Blanton 010-611-4-810-07 TOTAL \$11,213.00**

Description	Name	Check #	Amount
Cash			
Checks	City of Kings Mountain (Comprise & Bibliotheca)	23713	\$8,945.20

**OTHER UNITS SHARE BUD EXP 010-611-4-460-00 TOTAL \$8,945.20**

**TOTAL DEPOSIT \$20,229.26**

CLEVELAND COUNTY  
 Expenditures By Department  
 Report dates 07/01/2019 - thru - 06/30/2020

Account Number	Account Description	Budget Adjusted 06/30/2020	Debits 06/01/2020 06/30/2020	Credits 06/01/2020 06/30/2020	Year to Date 07/01/2019 06/30/2020	Encumbered & Requested As of 06/30/2020	Budget Available 06/30/2020	Percent Remain
010-611-5-790-04	DONT-BOOKS-B BLA	3,927.00	0.00	0.00	0.00	2,400.00	1,527.00	38.88
010-611-5-790-05	DONT-PERIODICAL-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-611-5-790-06	DONT-BOOKS-SNODD	16,948.00	0.00	0.00	3,950.76	967.88	12,029.36	70.98
010-611-5-790-07	DONATIONS SPECIA	10,294.00	0.00	0.00	7,073.50	3,915.35	-694.85	-6.75
010-611-5-790-09	DONATIONS-CAP EQ	5,000.00	0.00	0.00	0.00	0.00	5,000.00	100.00
010-611-5-790-10	DONATIONS GROVER	49,570.00	0.00	0.00	0.00	0.00	49,570.00	100.00
010-611-5-790-20	DONATIONS-EQUIPM	3,000.00	0.00	0.00	0.00	0.00	3,000.00	100.00
010-611-5-910-00	CAPITAL EQUIPMEN	24,000.00	0.00	0.00	22,139.23	0.00	1,860.77	7.75
040-611-5-340-00	MAINT BLDG/GROUN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LIBRARY SYSTEM		1,475,625.59	0.00	0.00	1,098,949.20	30,498.79	346,177.60	23.46
Total LIBRARY SYSTEM		-1,475,625.59	0.00	0.00	1,098,949.20	30,498.79	-346,177.60	23.46

- Budget Preparation Site Parameters
- Budget Transfer
- User Transfer Report
- Transfers to be Approved Report
- Transfer Approvals
- Processed Transfer Report
- Budget Supplement Entry
- Budget Supplement Register
- Modify Beginning Balance
- Check Disbursements - for auditors
- General Ledger Distribution
- Account Balance Inquiry
- Account Balance Inquiry

**Journal Entry Short Cuts**  
 Keystone Employee Management System  
 Personnel Reports Menu

- Journal Entry
- Journal Entry Listings
- Standard/Recurring Journal Entry
- Standard/Recurring Journal Entry Listing
- Import Journal Entries
- Journal Entry Reporting Menu
- Journal Entry Printing Menu
- Journal Entry Detail
- Journal Entry
- Account Balance Inquiry
- Vendor Budget Inquiry
- Vendor Inquiry
- Requestion Inquiry
- Purchase Order Inquiry
- A/P Invoice Inquiry
- Check History Inquiry
- Cash Receipts Inquiry
- Budget Transfer Inquiry
- Budget Supplement Inquiry
- Journal Entries Inquiry
- Budget Preparation Inquiry
- Printer Setup
- Printer Setup
- Widarc Account Analysis
- Widarc Budget Account Analysis
- Widarc General Ledger
- Vendor Analysis Report

Account #: 010-611-4-810-07

**DONATIONS SPECIAL BLANTON**      Valid      Revenue

Start Period or Year: Fiscal 20      [ ]

==> End Period: Fiscal 20      [ ]

Original Budget/Balance	8,000.00	[ ]
Adjustments	0.00	[ ]
Transfers	0.00	[ ]
Adjusted Budget	8,000.00	[ ]
-----		
Encumbrances - Current	0.00	[ ]
Encumbrances - Prior	0.00	[ ]
Encumbrances - Total	0.00	[ ]
Requested	0.00	[ ]
-----		
Debits / Expenses	0.00	[ ]
Credits / Receipts	11,213.00	[ ]
Account Balance	11,213.00	[ ]
Account Detail	[ ]	[ ]
Available Budget	<3,213.00>	[ ]
Print Summary	[ ]	[ ]
Full Time Equivalency	[ ]	[ ]

OK      Cancel      Clear

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**Health Department: Budget Amendment (BNA#063)**

---

**Department:** Health Department

**Agenda Title:** Budget Amendment (BNA#063)

**Agenda Summary:**

**Proposed Action:**

---

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> BNA063_6.2.20.pdf	Health Dept: TB/STD/CD Budget Amendment (BNA#063)



BUDGET ORDINANCE AMENDMENT

BNA # 063

TO BE SUBMITTED TO BOARD MEETING June 2, 2020

FROM: BUDGET OFFICER  
THRU: FINANCE OFFICE  
FOR DEPT: HEALTH  
DATE: May 13, 2020

SIGNATURES:

  
Finance Director  
  
Department Manager

Account Number	Project Code	Department	Account Name	Increase	Decrease
<u>012.532.4.810.00</u>	<u>N/A</u>	<u>TB/STD/CD</u>	<u>Donations/Contributions</u>	<u>\$120.00</u>	
<u>012.532.5.790.00</u>	<u>N/A</u>	<u>TB/STD/CD</u>	<u>Donations/Contributions</u>	<u>\$ 120.00</u>	

Explanation of Revisions: Cleveland County Health Department received a donation in the amount of \$120.00 from Junior Charity League of Cleveland County towards the purchase of Tracfone wireless phone cards for a TB Patient. This will allow coorespondence between nurses and patient.

THE ABOVE AMENDMENT HAS BEEN APPROVED AND RECORDED IN THE MINUTES OF THE COUNTY COMMISSIONERS' MEETING ON \_\_\_\_\_ (Date)

\_\_\_\_\_  
Phyllis Nowlen, Clerk to the Board

RETURN TO COUNTY FINANCE OFFICE

cc: Personnel Batch # \_\_\_\_\_  
cc: Purchasing By \_\_\_\_\_

JUNIOR CHARITY LEAGUE OF SHELBY INC  
CCFCAD  
P O BOX 1324  
SHELBY, NC 28151

1075

DATE 2/26/2020

66-358/531

PAY TO THE ORDER OF Cleveland County Health Department

\$ 120.00

One hundred and twenty dollars & no/100

DOLLARS

FOR Fidelity Bank  
Tracfone Minute Cards for a pt.

Jennifer Reynolds

⑈0000 1075⑈ ⑆053 103585⑆05 1 10 128 12⑈

532.810

## Karen Boone

---

**From:** Anne Short <Anne.Short@clevelandcounty.com>  
**Sent:** Wednesday, February 26, 2020 9:27 AM  
**To:** 'Holly Thornburg'; Leslie McSwain  
**Cc:** Karen.Boone@clevelandcounty.com  
**Subject:** FW: Request

**Importance:** High

Please be on the lookout for a check from the Junior Charity League's Crippled Children and Adults Fund for the purchase of six Tracfone cards for a TB patient – It should come in the next few days – Holly knows about this, I facilitated it through United Way and the Junior Charity League – it will cover purchase of the cards but will lack 65 cents per card for the 911 fee so hopefully we can cover that. We can purchase the cards at Wal-Mart. Please make a copy of the check for Holly and one for me – we need to make sure that we write a thank-you acknowledgement to the league.

Anne

**From:** Nicole Elmore <nicole.elmore@uwclevco.org>  
**Sent:** Tuesday, February 25, 2020 8:15 PM  
**To:** Anne Short <anne.short@clevelandcounty.com>  
**Subject:** Fwd: Request

Get Outlook for Android

---

**From:** Jennifer Reynolds <jennreynolds823@gmail.com>  
**Sent:** Tuesday, February 25, 2020 8:13:51 PM  
**To:** Nicole Elmore <nicole.elmore@uwclevco.org>  
**Subject:** Re: Request

Check #1075 mailed to CCHD 2/26/2020. Thank you!

On Tue, Feb 25, 2020 at 11:17 AM Nicole Elmore <nicole.elmore@uwclevco.org> wrote:

Attached is the request for the phone cards for the TB patient.

Nicole H. Elmore  
VP Community Impact  
United Way of Cleveland County  
132 W Graham Street  
Shelby, NC 28150  
Phone: 704-482-7344  
[www.uwclevco.org](http://www.uwclevco.org)<<http://www.uwclevco.org/>>  
#UnitedForABetterTomorrow  
[fb]<[facebook.com/unitedwayclevelandcounty](https://www.facebook.com/unitedwayclevelandcounty)>

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

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CLEVELAND COUNTY

KF3112

DUPLICATE CASH RECEIPT

15:40:13 13 MAY 2020

Receipt Number 14527  
 Date 03/06/2020  
 Payer HEALTH  
 Description 3/3 HEALTH  
 Type EFT  
 Cash Account 010-000-1-130-01  
 Amount 23,274.22

012-533-4-810-00	CONTRIBUTIONS/DONATIONS	R	120.00
	JR CHARITY LEAGUE OF SHELBY		
012-538-4-350-06	ST GOVT GRANTS-CHMA	R	14,300.00
	COMMUNITY HEALTH GRANT		
012-533-4-510-00	DEPARTMENTAL FEES	R	14.39
	DI		
013-660-4-510-65	WELLNESS CLINICIAN FEES	R	70.00
	EHC		
013-660-4-510-00	DEPARTMENTAL FEES	R	49.00
	EHC		
065-000-1-130-14	HOMETRUST-CREDIT CARD ACC	A	-79.00
	EHC CC CHGS		
012-539-4-510-00	DEPARTMENTAL FEES	R	104.40
	FP		
065-000-1-130-14	HOMETRUST-CREDIT CARD ACC	A	-104.40
	FP CC CHGS		
012-539-4-610-00	INSURANCE FEES	R	136.50
	FP		
012-533-4-510-00	DEPARTMENTAL FEES	R	60.00
	GEN		
065-000-1-130-14	HOMETRUST-CREDIT CARD ACC	A	-50.00
	GEN CC CHGS		
012-533-4-510-00	DEPARTMENTAL FEES	R	3.75
	R#12844		
012-533-4-510-00	DEPARTMENTAL FEES	R	75.00
	PT		
012-532-4-510-00	DEPARTMENTAL FEES	R	40.00
	STD		
065-000-1-130-14	HOMETRUST-CREDIT CARD ACC	A	-40.00
	STD CC CHGS		
054-473-4-510-00	DEPARTMENTAL FEES	R	8,574.58
	TIPPING FEE		

TOTAL RECEIPTS

23,274.22

CLEVELAND COUNTY HEALTH DEPT		DEPOSIT FORM		FY 19/20
DATE: March 3, 2020		(Email to Accounts Receivables)		
		Business Date: March 2, 2020		
012.532.4.810.00	CONTRIBUTIONS/DONATIONS	120.00	Jr Charity League of Shelby - Tractone	
012.538.4.350.06	STATE AND GOVERNMENT GRANT	14300.00	COMMUNITY HEALTH GRANT	
012.533.4.510.00	(DI) DIABETTES - DEPARTMENT FEES	14.39		
013.660.4.510.65	(EHC/EHCW)EMPLOYEE HEALTH - DEPARTMENT FEES	70.00		
013.660.4.510.00	EMPLOYEE HEALTH - LAB FEES	49.00		
65.1.130.14	EHC - CREDIT CARD CHGS	-79.00		
012.539.4.510.00	(FP) FAMILY PLANNING - DEPARTMENT FEES	104.40		
65.1.130.14	FAMILY PLANNING - CREDIT CARD CHGS	-104.40		
012.539.4.610.00	FAMILY PLANNING - INSURANCE FEES	136.50		
012.533.4.510.00	GEN CLINIC - DEPT FEES (PPD'S)	60.00		
65.1.130.14	GENERAL CLINIC - CREDIT CARD CHGS	-50.00		
012.533.4.510.00	MEDICAL RECORDS - DEPARTMENT FEES	3.75	Receipt# 012844	
012.533.4.510.00	(PT) PREG TESTS - DEPARTMENT FEES	75.00		
012.532.4.510.00	STD - DEPARTMENT FEES	40.00		
65.1.130.14	STD - CREDIT CARD CHGS	-40.00		
054.473.4.510.00	TIPPING FEE	8,574.58		
<b>HEALTH DEPARTMENT DEPOSIT</b>		<b>23,274.22</b>		
Total HD CC Charges \$194.40				
Total EHC CC Charges \$79.00				

BK 1/1

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Volunteer Fire Depts: Budget Amendment (BNA#064)**

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**Department:** Volunteer Fire Depts

**Agenda Title:** Budget Amendment (BNA#064)

**Agenda Summary:**

**Proposed Action:**

---

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> BNA_064.pdf	Volunteer Fire Department BNA 064

BUDGET NEW - ORDINANCE AMENDMENT

BNA : 64

SUBMITTED TO BOARD OF COUNTY COMMISSIONERS  
FOR CONSIDERATION AT MEETING TO BE HELD ON:

June 02.2020

FROM: BUDGET OFFICER  
THRU: FINANCE OFFICE  
FOR DEPT: Volunteer Fire Department  
DATE: 5/21/2020

SIGNATURES:



Finance Director

N/A

Department Manager

Account Number	Project Code	Department	Account Name	Increase	Decrease
<u>028.452.4.991.00</u>		<u>Vol Fire Dept</u>	<u>Fund Balance Appropriated</u>	<u>\$ 35,666.00</u>	
<u>028.452.5.231.00</u>		<u>Vol Fire Dept</u>	<u>Pharmacy Fees</u>	<u>\$ 255.00</u>	
<u>028.452.5.430.00</u>		<u>Vol Fire Dept</u>	<u>Insurance/Bonding</u>	<u>\$ 35,328.00</u>	
<u>028.452.5.490.00</u>		<u>Vol Fire Dept</u>	<u>Professional Servs</u>	<u>\$ 83.00</u>	

Explanation of Revisions: Budget additional fire tax to cover increased operational expenditures year to date.

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THE ABOVE AMENDMENT HAS BEEN APPROVED AND RECORDED IN THE MINUTES OF THE COUNTY  
COMMISSIONERS' MEETING ON \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Phyllis Nowlen, Clerk to the Board

RETURN TO FINANCE OFFICE and Forward copy via email to [Tonya.Sigmon@clevelandcounty.com](mailto:Tonya.Sigmon@clevelandcounty.com)

cc: Personnel          Batch # \_\_\_\_\_  
cc: Purchasing      Date: \_\_\_\_\_  
By: \_\_\_\_\_

CLEVELAND COUNTY  
 Revenues/Expenditures By Department  
 Report dates 07/01/2019 - thru - 06/30/2020

Account Number	Account Description	Budget Adjusted 06/30/2020	Beginning Balance 07/01/2019	Debits 06/30/2020	Credits 06/30/2020	Year to Date 07/01/2019 to 06/30/2020	Encumbered & Requested As of 06/30/2020	Budget Available 06/30/2020	Percent Remain
028-452-4-111-09	AD VALOREM TAXES	0.00	-39.66	0.00	0.00	-39.66	0.00	-39.66	0.00
028-452-4-111-10	AD VALOREM TAXES	0.00	-77.58	0.00	0.00	-77.58	0.00	-77.58	0.00
028-452-4-111-11	AD VALOREM TAXES	0.00	-97.54	0.00	0.00	-97.54	0.00	-97.54	0.00
028-452-4-111-12	AD VALOREM TAXES	0.00	-132.50	0.00	0.00	-132.50	0.00	-132.50	0.00
028-452-4-111-13	AD VALOREM TAXES	0.00	-281.85	0.00	0.00	-281.85	0.00	-281.85	0.00
028-452-4-111-14	AD VALOREM TAXES	0.00	-390.58	0.00	0.00	-390.58	0.00	-390.58	0.00
028-452-4-111-15	AD VALOREM TAXES	0.00	-755.03	0.00	0.00	-755.03	0.00	-755.03	0.00
028-452-4-111-16	AD VALOREM TAXES	0.00	-1,533.22	0.00	0.00	-1,533.22	0.00	-1,533.22	0.00
028-452-4-111-17	AD VALOREM TAXES	0.00	-7,675.37	0.00	0.00	-7,675.37	0.00	-7,675.37	0.00
028-452-4-111-18	AD VALOREM TAXES	0.00	-25,649.88	0.00	0.00	-25,649.88	0.00	-25,649.88	0.00
028-452-4-120-19	AD VALOREM TX-20	3,430,312.00	-2,837,880.97	0.00	0.00	-2,837,880.97	0.00	592,431.03	17.27
028-452-4-120-20	AD VALOREM TX-20	0.00	1,006.62	0.00	0.00	1,006.62	0.00	1,006.62	0.00
028-452-4-180-00	INTEREST ON DELI	5,000.00	-253,814.43	0.00	0.00	-253,814.43	0.00	-253,814.43	0.00
028-452-4-190-00	DISCOUNTS ON TAX	0.00	-12,614.91	0.00	0.00	-12,614.91	0.00	-7,614.91	-152.30
028-452-4-220-00	LOCAL OPTION SAL	670,000.00	7,698.99	0.00	0.00	7,698.99	0.00	7,698.99	0.00
028-452-4-710-00	INTEREST ON INVE	10,000.00	-538,780.11	0.00	0.00	-538,780.11	0.00	131,219.89	19.59
028-452-4-830-02	SETTLEMENT OVERS	0.00	-10,239.63	0.00	0.00	-10,239.63	0.00	-239.63	-2.40
028-452-4-991-00	FUND BALANCE APP	500,000.00	-66.58	0.00	0.00	-66.58	0.00	-66.58	0.00
028-452-5-231-00	PHARMACY FEES	0.00	0.00	0.00	0.00	0.00	0.00	500,000.00	100.00
028-452-5-430-00	INSURANCE /BONDI	65,312.00	255.00	0.00	0.00	255.00	0.00	-255.00	0.00
028-452-5-490-00	PROFESSIONAL SER	0.00	100,639.50	0.00	0.00	100,639.50	0.00	-35,327.50	-54.09
028-452-5-500-00	MISCELLANEOUS EX	750,000.00	83.00	0.00	0.00	83.00	0.00	-83.00	0.00
028-452-5-700-00	GRANTS	2,600,000.00	750,000.17	0.00	0.00	750,000.17	0.00	-0.17	-0.00
028-452-5-700-02	PERSONNEL	1,200,000.00	2,425,000.00	0.00	0.00	2,425,000.00	175,000.00	0.00	0.00
028-452-5-710-00	INDUSTRIAL INCEN	0.00	1,100,000.00	0.00	0.00	1,100,000.00	100,000.00	0.00	0.00
Department -452	VOLUNTEER FIRE D	9,230,624.00	0.00	0.00	0.00	694,653.44	275,000.00	898,322.10	9.73

CLEVELAND COUNTY  
 Trial Balance-Balance Sheet  
 Report dates 07/01/2019 - thru - 06/30/2020

T Y P E	Account Number	Account Description	Balance Opening 07/01/2019	Debits 07/01/2019 06/30/2020	Credits 07/01/2019 06/30/2020	Balance Ending 06/30/2020
A	028-000-1-130-28	HOMETRUST-VOLUNTEER FIRE DEPT	0.00	930,657.56	930,637.94	19.62
A	028-000-1-236-00	NCCMT-COUNTY FIRE DIST	484,664.88	1,868,251.35	2,034,266.69	318,649.54
A	028-000-1-302-00	TX REC AD VAL DISCOVERIES	2,293.74	10,548.19	4,576.48	8,265.45
A	028-000-1-303-09	AD VAL TAX REC-2009	1,455.96	0.00	1,455.96	0.00
A	028-000-1-303-10	AD VAL TAX REC-2010	1,692.52	0.00	77.58	1,614.94
A	028-000-1-303-11	AD VAL TAX REC-2011	1,819.96	0.00	97.54	1,722.42
A	028-000-1-303-12	AD VAL TAX REC-2012	2,189.08	0.00	132.50	2,056.58
A	028-000-1-303-13	AD VAL TAX REC-2013	3,534.26	0.00	281.85	3,252.41
A	028-000-1-303-14	AD VAL TAX REC 2014	3,172.22	0.00	390.58	2,781.64
A	028-000-1-303-15	AD VAL TAX REC-2015	4,456.87	31.72	811.42	3,677.17
A	028-000-1-303-16	AD VAL TAX REC-2016	6,572.44	28.99	1,579.82	5,021.61
A	028-000-1-303-17	AD VAL TAX REC-2017	23,432.64	92.08	7,849.69	15,675.03
A	028-000-1-303-18	AD VAL TAX REC-2018	52,635.09	385.52	26,160.78	26,859.83
A	028-000-1-303-19	19 AD VAL TAX REC-2019	0.00	3,011,622.03	2,924,056.29	87,565.74
A	028-000-1-305-00	ALLOW DOUBTFUL AD VAL TAX	-27,385.00	0.00	0.00	-27,385.00
A	028-000-1-390-00	PRIOR YEAR RECEIVABLES	264,691.65	48,389.84	313,081.49	0.00
A	028-000-1-430-00	DUE FROM PRIMARY FUND	4,373.24	5,972,754.46	7,295,529.87	-1,318,402.17
L	028-000-2-100-00	ACCOUNTS PAYABLE	0.00	4,476,118.67	4,476,118.67	0.00
L	028-000-2-150-00	ENCUMBRANCES	0.00	5,467,776.40	5,192,776.40	275,000.00
L	028-000-2-220-00	AMOUNTS DUE TO OTHER FUND	0.00	1,057,528.65	0.00	1,057,528.65
L	028-000-2-500-00	UNEARNED REV-DISCOVERIES	-3,617.22	3,633.96	2,353.27	-2,336.53
L	028-000-2-511-01	RES TAXES REC-AD VALOREM	-73,576.04	2,962,815.54	3,012,081.87	-122,842.37
L	028-000-2-511-99	RES UNBILLED TAX DISCOVER	-2,293.74	4,576.31	10,548.02	-8,265.45
L	028-000-3-995-00	UNRES MGMT-INCOMPLTE ORDR	0.00	5,192,776.40	5,467,776.40	-275,000.00
L	028-000-3-996-00	UNRES UNASSIGNED FD BAL	-750,112.55	0.00	0.00	-750,112.55
L	028-000-4-000-00	Revenue Control	0.00	115,684.08	3,797,008.31	-3,681,324.23
L	028-000-5-000-00	Expense Control	0.00	4,476,645.67	100,668.00	4,375,977.67
Fund Total 028 CO			0.00	35,600,317.42	35,600,317.42	0.00

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**Health Department: Budget Amendment (BNA#065)**

---

**Department:** Health Department

**Agenda Title:** Budget Amendment (BNA#065)

**Agenda Summary:**

**Proposed Action:**

---

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> BNA065_06.02.20.pdf	Health Dept:Adult Health Budget Amendment (BNA#065)



BUDGET ORDINANCE AMENDMENT

BNA # 065

TO BE SUBMITTED TO BOARD MEETING \_\_\_\_\_  
FOR CONSIDERATION AT MEETING TO BE HELD ON June 02, 2020

FROM: BUDGET OFFICER  
THRU: FINANCE OFFICE  
FOR DEPT: HEALTH  
DATE: May 22, 2020

SIGNATURES:

  
Finance Director  
  
Department Manager

<u>Account Number</u>	<u>Project Code</u>	<u>Department</u>	<u>Account Name</u>	<u>Increase</u>	<u>Decrease</u>
012.533.4.800.00	NA	Adult Health	Misc. Revenue	\$ 500.00	
012.533.5.800.00	NA	Adult Health	Misc. Expense	\$ 500.00	

Explanation of Revisions: Budget monies received from Wingate Univeristy for Pharmacy Student Internship Stipend Contract with Cleveland County Health Department Pharmacy to cover various department expenses.

\_\_\_\_\_  
Phyllis Nowlen, Clerk to the Board

cc: Personnel Batch # \_\_\_\_\_  
cc: Purchasing Date: \_\_\_\_\_  
By: \_\_\_\_\_



Wingate University  
To: COUNTY OF CLEVELAND, NOR1 CLEVELD06

Check Number: 333440  
Date: 05/14/2020

Invoice Number Date Description  
SPRING 2020 STIPEND 05/12/2020

Amount Discount Paid Amount  
\$500.00 \$0.00 \$500.00

TOTALS: \$500.00 \$0.00 \$500.00

Account Number Account Description  
1-1255-8465 School of Pharmacy Contract Services

Invoice Number Debit Credit  
SPRING 2020 STIPEND \$500.00 \$0.00

012 533.4.800 07 Mus Rly

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**Planning Department: Set Public Hearing for Case 20-04**

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**Department:** Planning Department

**Agenda Title:** Request to set a Public Hearing for Case 20-04, Rezoning from Residential (R) to General Business-Conditional Use (GB-CU) at 863 Stony Point Road

**Agenda Summary:**

**Proposed Action:**

---

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> 20-04_Staff_Report.pdf	Staff Report

## STAFF REPORT

To: Cleveland County Board of Commissioners

Date: May 27, 2020

From: Chris Martin, Senior Planner

Subject: Rezoning Case 20-04 at 863 Stony Point Road

Summary Statement: Humphries Property Management LLC is requesting to rezone property at 863 Stony Point Road from Residential (R) to General Business Conditional Use (GB-CU).

Review: The property is 2.94 acres and is located at 863 Stony Point Road. The zoning is Residential as is the property to the East and South. To the West and North property is zoned Restricted Residential. The area has mostly residential uses except for several businesses located along the intersection of Stony Point and Oak Grove Road to the South.

Mr. Humphries is requesting to rezone this property to establish an RV storage facility on the property. Mr. Humphries is NOT requesting to establish an RV park. In accordance with the Cleveland County Unified Development Ordinance Mr. Humphries has submitted a site plan showing the number and location of RV storage sites he plans to install on the property.

NCGS 153A-341 requires that local government boards adopt one of the following three zoning consistency statements to go along with its decision:

- Approving the zoning amendment and describing its consistency with the adopted plan and why the action is reasonable and in the public interest;
- Rejecting the zoning amendment and describing its inconsistency with the adopted plan and why the action is reasonable and in the public interest;
- Approving the zoning amendment and:
  - A declaration that the approval is deemed an amendment to the comprehensive plan.
  - An explanation in the conditions the governing board took into account in amending the zoning ordinance to meet the development needs of the community.
  - Why the action was reasonable and in the public interest.

Pros:

- The requested zone is compatible with surrounding business uses.

Cons:

- None noted.

Fiscal Impact:

- None.

Recommendations:

- Planning Board: The Planning Board unanimously recommended **approval** of this rezoning request.

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**Set Public Hearing for June 16, 2020 for Small Business Grant**

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**Department:** Tax Administration

**Agenda Title:** Set Public Hearing for June 16, 2020 for Small Business Grant

**Agenda Summary:**

**Proposed Action:**

---

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> StaffRpt._SBG_A.C._Indigo.docx	SBG Staff Report

STAFF REPORT

To: County Commissioners Meeting Date: 6/2/2020 (Consent Agenda)  
Via: Brian Epley, County Manager  
From: Chris Green, Tax Administrator  
Subject: Public Hearing for Small Business Incentive Grant

Summary Statement: A public hearing is requested to allow comment on a Small Business Incentive Grant for AC Indigo Properties, LLC.

Review: AC Indigo Properties, LLC has made application for participation in the Small Business Investment Grant Program. Under the Program, a qualifying net new investment of \$50,000 to \$1,000,000 would be eligible for a grant equal to 50% of taxes paid on the new taxable investment for three years. Grant amount will be calculated on \$0.57 per \$100 of net new taxable investment. The applicant has met the listing and investment requirements. Taxes have been paid and there are no unresolved appeals.

Per G.S. 158-7.1(c), any appropriation or expenditure pursuant to this section (158-7.1) must be approved by the county after a public hearing. **We request that a public hearing be set for 6:00 PM, June 16, 2020.**

Pros:

- Compliance with statutory requirement for public hearing.
- 

Cons:

- None noted.
- 

Fiscal Impact: \$2,850

Recommendation: Schedule public hearing as required per G.S. 158-7.1(c).

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**COVID-19 Relief Funding Plan**

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**Department:**

**Agenda Title:** COVID-19 Relief Funding Plan

**Agenda Summary:** Kerri Melton, Assistant County Manager

**Proposed Action:**

---

**ATTACHMENTS:**

File Name

Description

No Attachments Available

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

---

**FY 2020 - 2021 County Manager's Recommended Budget**

---

**Department:**

**Agenda Title:** FY 2020 - 2021 County Manager's Recommended Budget

**Agenda Summary:** Brian Epley, County Manager

**Proposed Action:**

---

**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
<input type="checkbox"/> Budget_Message_2021-Final.pdf	Budget Message
<input type="checkbox"/> Budget_Ordinance_20-21_(1).pdf	Budget Ordinance 20-21

# Fiscal Year 2021 Budget Message

## RESILIENCY THROUGH CRISIS



## ReAct / ReBuild / ReThink

MAY 19, 2020

---

CLEVELAND COUNTY, NORTH CAROLINA  
BRIAN C. EPLEY



# REACT / REBUILD / RETHINK

## INTRODUCTION

May 19, 2020

The Honorable Members  
Cleveland County Board of Commissioners

Dear County Commissioners,

The annual budget process brings together the unique combination of long-range financial planning and short-term deliverables. Due to the global pandemic caused by COVID-19, our budget team has been required to dramatically modify our original budget projections and priorities. These revised projections have, in turn, required the budget team to modify many of our preliminary assumptions and positions.

The basic framework for developing this budget recommendation shifted significantly between the Board of County Commissioners budget retreat in January and this final phase. This change is a result of the impact of the unprecedented coronavirus (COVID-19). Governments, organizations, and individuals across the globe have reacted quickly to abrupt changes in the health standards required to protect the life and health of people. The measures required to maintain such standards have resulted in extraordinary, unpredictable economic fluctuations and increased pressures on local government human services and public safety functions to help protect citizen health, wellness, and safety. Preparing a budget in such a climate presents many challenges. The fiscal landscape, while unprecedented, requires strategic approaches to ensure adequate resources are available to address critical life and safety issues while funding statutory mandates and requirements by county governments.

Throughout fiscal year 2020, I often talked about the county working in a “comfortably uncomfortable” environment. This meant focusing on capitalizing on the vibrant economy and Cleveland County’s strong financial position to establish a pace and momentum that delivers transformational change to County government and unprecedented Commissioner Strategic Plan results in an evolving landscape.

The 2021 fiscal year budget was framed with a focus on **Resiliency Through Crisis**. The execution and modeling plan relies on the foundation of a three (3) phase re-entry strategy.



# REACT / REBUILD / RETHINK

The rapid onset of COVID-19 in the midst of the annual budget development process means that a process that typically builds over six (6) months has been re-set and adjusted over a six (6) week period. As we begin to recount our revenue portfolio, we are starting with projections that amount to a revenue shortfall of over \$1.8 million. For context, this represents slightly over 1.5 percent of the County's total revenue budget.

In March, our organization implemented swift financial strategies to help influence a "soft-landing" for the 2020 fiscal year by freezing positions, controlling budget spending levels for the current year, and delaying all capital. We will not receive data on economic revenues for the end of the 3<sup>rd</sup> and 4<sup>th</sup> quarter until late May or June 2020 and will not have significant revenue trending information until January of 2021. During that same period, we will have a better sense of property tax collection levels.

Over the next six months, we will manage the organization through increased spending controls while also preparing for the potential worst-case scenario in the event that revenues and COVID-19 related expenditures are worse than expected. The recommended budget does not include any mandatory across-the-board base budget "cuts". At the beginning of the next fiscal year, frozen positions will be temporarily transferred into a reserve to offset potential budget shortfalls. To achieve a balanced budget, an operational fund balance reduction of \$1.13 million is included. This budget also recognizes our most valued asset, Cleveland County's human capital. It is my desire to shield full-time employees from furloughs and layoffs. In the budget, I am very pleased to include a planned performance bonus of up to 2.5% for full-time employees.

I believe that we have positioned this organization to successfully navigate short to mid-term volatility while remaining a full-service local government.

## FISCAL PLAN

The County's Balanced Budget Plan is a basic foundation that is to be built upon based on Board of Commissioner's direction. The foundation focuses on continuing to anticipate emerging issues and identifying available resources that can deliver tangible results. It is shaped by priority driven budgeting with a clear focus on strategic priorities that were developed through Board of Commissioners and community dialogue. The plan acknowledges the need to maintain the levels of service while we follow through implementation of the three-phase re-entry strategy and understand new issues on the horizon that are not part of current services or the current strategic plan.



# REACT / REBUILD / RETHINK

## PRE-COVID/POST COVID BUDGET COMPARISON:

### A.) Pre-COVID

Budget Flexibility:	
Tax Base Growth.....	\$ 1,700,000
DHHS Reduction (ERIP).....	\$ 1,200,000
Re-Engineering (year 6).....	\$ 345,000
Additional Available Dollars	\$ 3,245,000
Employee Compensation.....	\$ 900,000
Employee Wellness.....	\$ 450,000
Community College.....	\$ 150,000
3 New FTE – Detention.....	\$ 145,000
LGERS Increase.....	\$ 415,000
Public Safety Capital.....	\$ 610,000
Shell Building III.....	\$ 338,000
Total Allocation	\$ 3,007,000
Available for Prioritization	\$ 238,000

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### B.) Post-COVID

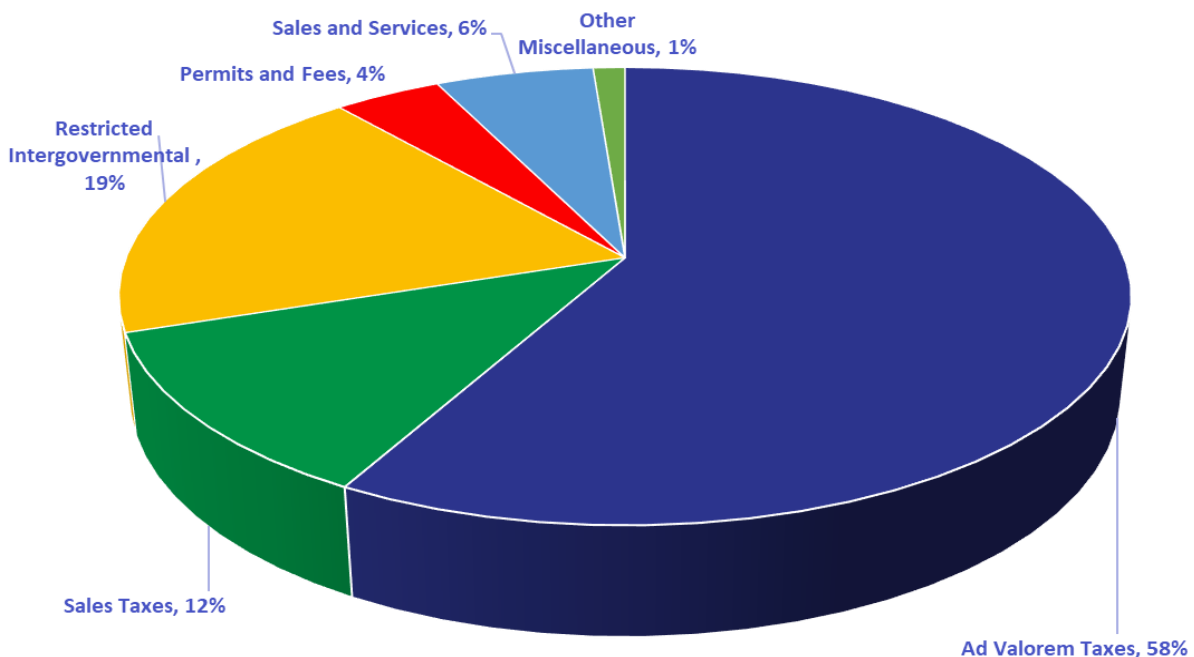
Budget Flexibility:	
Tax Base Growth.....	\$ 1,700,000
DHHS Reduction (ERIP).....	\$ 1,535,541
Re-Engineering (year 6).....	\$ 145,000
Strategic Fund Balance Drawdown.....	\$ <u>1,126,459</u>
Available Dollars	\$ 4,507,000
Revenue Loss.....	\$ 2,000,000
Employee Wellness.....	\$ 500,000
3 New FTE – Detention.....	\$ 145,000
LGERS Increase.....	\$ 415,000
Public Safety Capital.....	\$ 610,000
Shell Building III.....	\$ 338,000
Operational Cost Changes.....	\$ 500,000
Total Allocation	\$ <u>4,507,000</u>

## REVENUE PORTFOLIO

Cleveland County has used strategic planning for many years to develop policy and financial decision-making to achieve the community desires and values. The 2020-2021 fiscal year's Strategic Plan is comprised of five (5) focus areas and then further defined with specific goals and objectives.

- 1.) Economic Development
- 2.) Community Education
- 3.) Public Safety
- 4.) Community Wellness
- 5.) Fiscal Sustainability

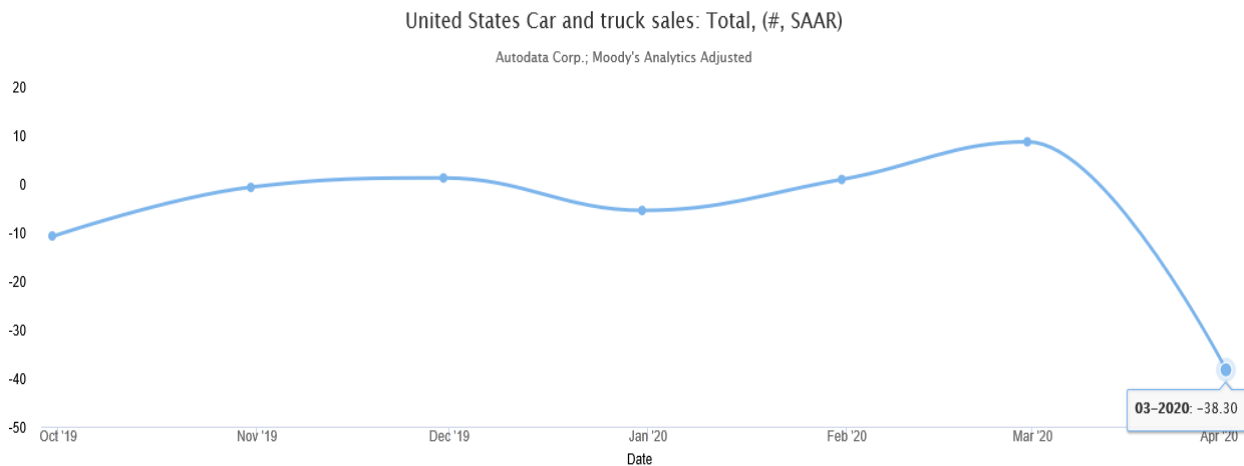
The County's financial planning projections utilize all of the techniques identified in the Introduction. The Post-COVID budget modeling effort began with a careful review of the most recent estimate of the revenues expected to be received FY20. The County's FY20 overall estimated revenues are expected to perform at less than budgeted amounts – specifically due to a stagnant 4<sup>th</sup> quarter. Uncertainties remain high in the County's revenue projections that have been impacted by the Governors stay-at-home order. There are, however, several other key data indicators which drive our budgeted revenues. Total revenue in the General Fund is budgeted at \$116,936,518 – which is a mere \$83,633 or .1% increase from the prior fiscal year. See below for detailed descriptions:



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## Property Tax Administration

Revenue in the 2019-2020 fiscal year is expected to come in slightly lower than the budgeted level – primarily due to a collection percentage drop (COVID impact), while the forecasted 2020-2021 fiscal year amount is 3.08% greater. The total projected tax base for the upcoming budget is \$9.508 billion. This is a projected increase of approximately \$300,000,000 in value when compared to the previous year. Essentially, all of the property value growth is due to the development of Clearwater Paper, a paper company in Shelby, North Carolina. We have modified our tax collection rate for the 2020-2021 budget. This budget includes a collection rate of 97.5% compared to 98% in the previous year which translates to a projected net new revenue amount of approximately \$1,700,000 when calculated using a 57-cent tax rate and a 97.5% tax collection rate. One area of potential risk in next year's budget is motor vehicle tax base decline. Due to the inherent escalated depreciation schedule of registered motor vehicles (RMV) and the lack of new vehicle purchases during the pandemic, we are closely monitoring this revenue stream. The RMV value for Cleveland County is anticipated to be \$815MM.



## Sales Tax & Other NCDOR Collected Revenues

Sales tax continues to be the County's second largest revenue. Included in the 2020-2021 fiscal year budget is sales tax revenue of \$9,987,500. Due to the COVID-19 recession, this represents an approximate twenty-percent (-20%) decline. This budgeted revenue number is equivalent to the 2015 fiscal year.

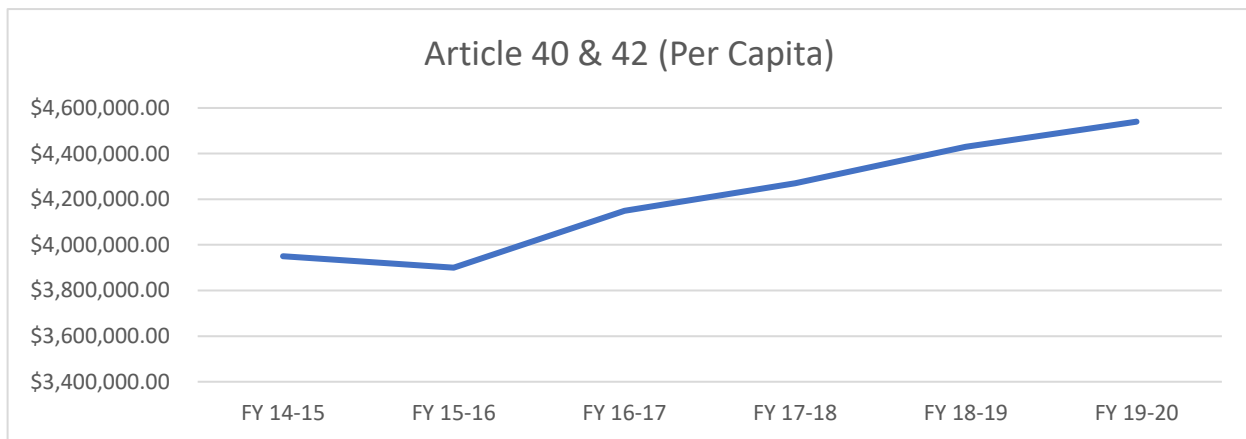
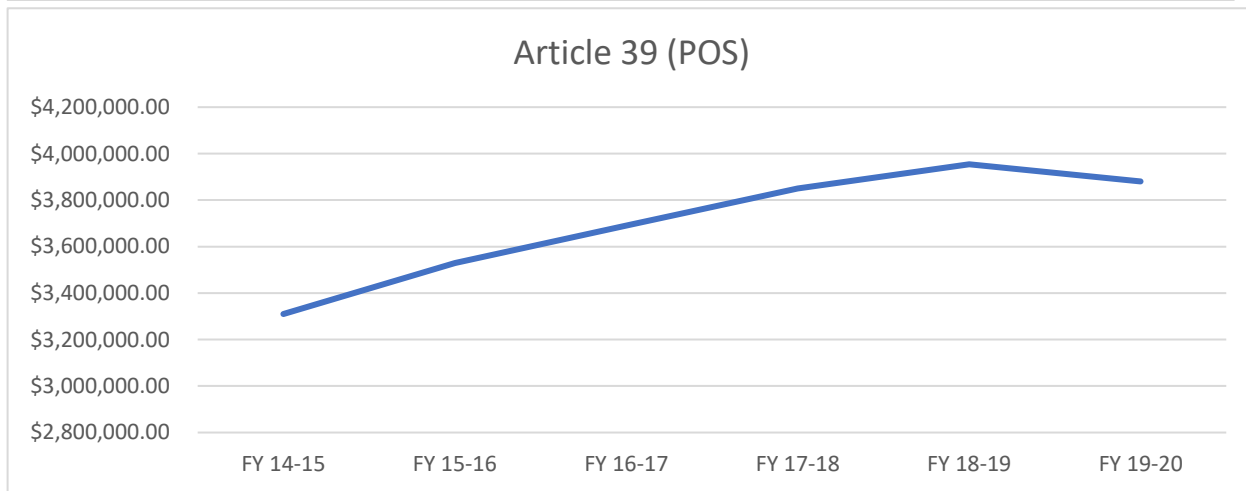
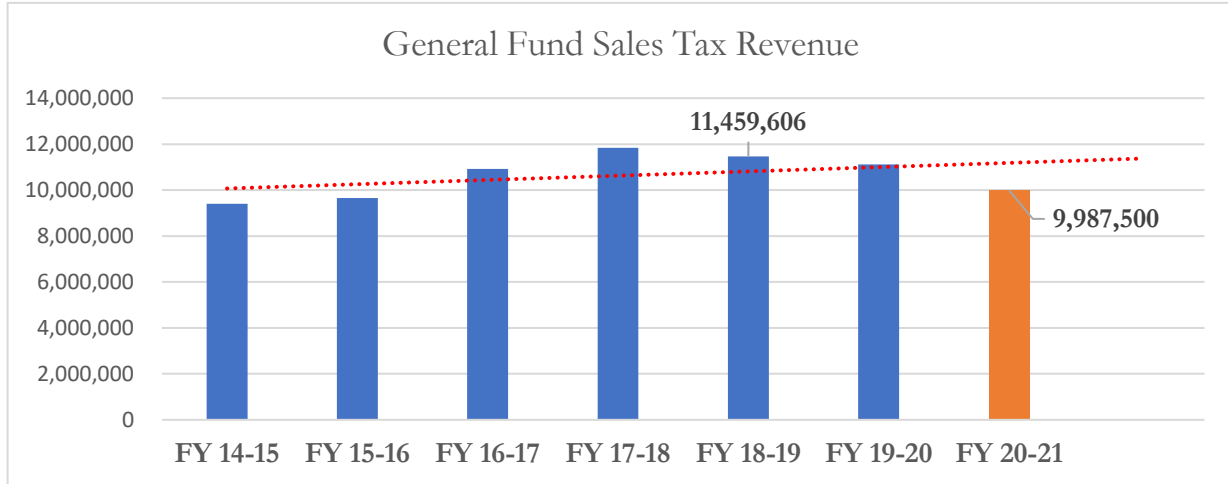
Between 2014 and 2018, Cleveland County experienced substantial growth in sales tax due to legislation distribution changes as well as a more robust local economy. This same time period has also experienced several economic development industry expansions. Industry expansions provide a "one time" sales tax revenue boost during construction.

Sales tax in Cleveland County is distributed through the Ad Valorem Method. One un-intended consequence of un-precedented economic development, specifically in municipalities, is lost sales tax revenue for Cleveland County (see Exhibit A). It is worth noting, that even Pre-COVID and aside from municipal growth, of the major state wide sales tax articles (39,40 & 42) there is a very clear and identifiable trend. The two (2) per capita articles (40 & 42) have seen a steady increase while the point of

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sale article (39) has seen a predictable decline. This could suggest that local sales tax has been inflated over the past few years by local construction projects like NTE, Clearwater, and Greenheck.

## Exhibit A



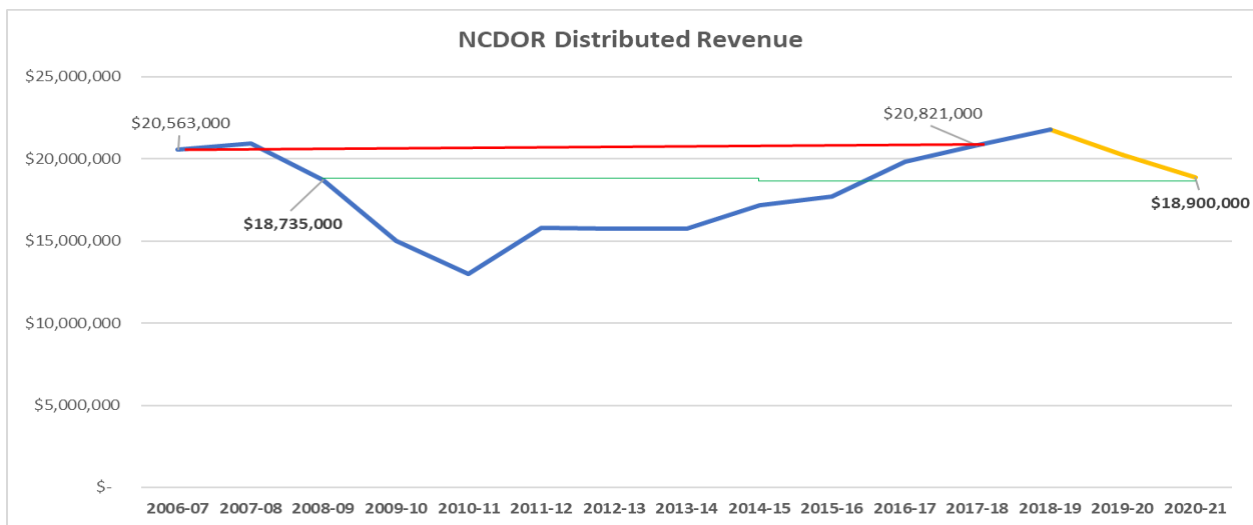
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Not only are sales and use taxes distributed by the North Carolina Department of Revenue. Other revenue also impacted by the economic crisis (COVID):

- Scrap Tire Disposal
- White Goods
- Beer & Wine
- Telecommunications

These revenues have cumulatively been budgeted lower for the 2020-2021 fiscal year at \$18.9 MM. The total NCDOR budgeted revenue number is equivalent to the 2009 fiscal year as referenced in Exhibit B:

## Exhibit B



## Occupancy Tax

Over the past five (5) years, budgeted occupancy tax revenue has reflected very strong growth that occurred in travel and tourism. This was a combination of a strong economy and more county visitation. However, like sales tax, occupancy tax numbers have been inflated by major construction projects such as the Hwy 74 bypass as well as major industrial project. Since 2015 occupancy tax revenues have increased 40%. Industry experts are expecting less travel as a result of COVID-19. The 2020-2021 fiscal year budgeted revenue projection for occupancy tax is \$300,000- a decrease of 20%.

## Inspection Fees

Inspection fee revenues increased in preceding years due to pent up demand after the recession. We anticipate activity to continue in the coming years with prospective housing projects and continued economic development activity. Included in the 2020-2021 budget is a fee adjustment for building inspections to better align with local and regional market rates.

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	Previous	Recommended
• Mobile Home Inspection Fees	\$150	\$300
• Trade Permits	\$ 50	\$ 75
• Commercial Multiplier	.002	.003

In the 2020-2021 fiscal year, the inspection fee increase is projected to off-set any volume decline and revenue is projected to remain flat. The budget has a measured estimate of \$190,000. The operational subsidy percentage for the building inspection department is 52%.

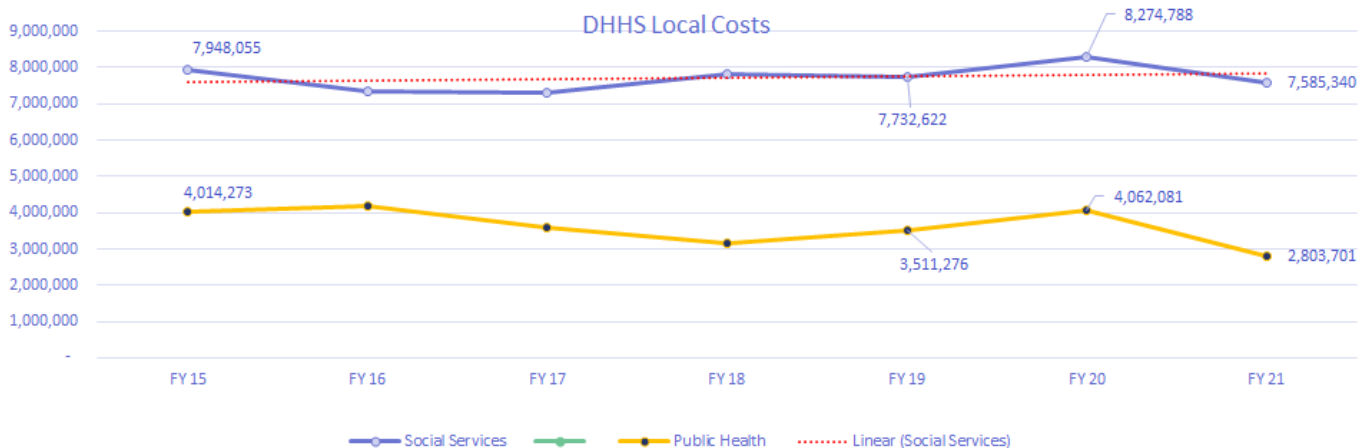
## Investment Income

Investment income is a barometer of strategic use of un-allocated resources. Staff are constantly in evaluation of 60, 90, & 120-day cash flow needs in order to maximize the investment portfolio. As a result of strategic management and increasing rates, investment income has grown approximately **1000%** since 2014 (\$84,000 - \$1,000,000).

The County has appreciated this over whelming surge in investment income and that source has played a significant role in building the County’s fund balance to 18.2%; however, due to the natural unpredictability and potential volatility of investment-based income, we have not been reliant on it as a budget balancing tool. The 2020-2021 fiscal year budget reflects a responsible investment income budgeted amount of \$650,000 – flat from the prior year budget, and a 35% decrease from actual expected amounts.

## Federal Revenues

Federal revenues are predominantly located in the health and human services portion of the budget and are often based off of prescribed expenditure reimbursement rates. The federal revenue that is budgeted as part of the 2020-2021 fiscal year budget is approximately \$28MM. Due to the reimbursement nature of DHHS funding and matching requirements, the prime structural component of DHHS funding is the County’s contribution requirement – which for the 2021 fiscal year is \$1.9MM lower at approximately \$10.3MM.





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## Comprehensive Revenue Compared to Peer Counties

Lastly, as part of the revenue portfolio, I have included a high-level picture look of Cleveland County compared to several of our peer counties.

	<u>Operating Ratio</u>	<u>Revenues Per Capita</u>	<u>Surplus (Deficit) per Capita</u>	<u>Property Tax Dependency</u>	<u>Sales Tax Dependency</u>
Cleveland	100.75%	1,151.62	9.64	54.34%	13.32%
Lincoln	105.16%	1,305.29	64.07	55.15%	21.85%
Gaston	99.54%	942.90	51.19	75.28%	14.67%
Rutherford	106.27%	981.72	21.09	65.80%	10.77%
Burke	96.87%	894.20	(17.62)	58.41%	9.46%
Moore	106.60%	1,071.25	81.86	57.98%	19.24%
Nash	102.20%	997.63	29.53	53.91%	16.98%
Henderson	100.47%	1,136.19	(106.76)	60.21%	18.11%

Operating Ratio- Ratio of Total Revenue to Total Expenditures

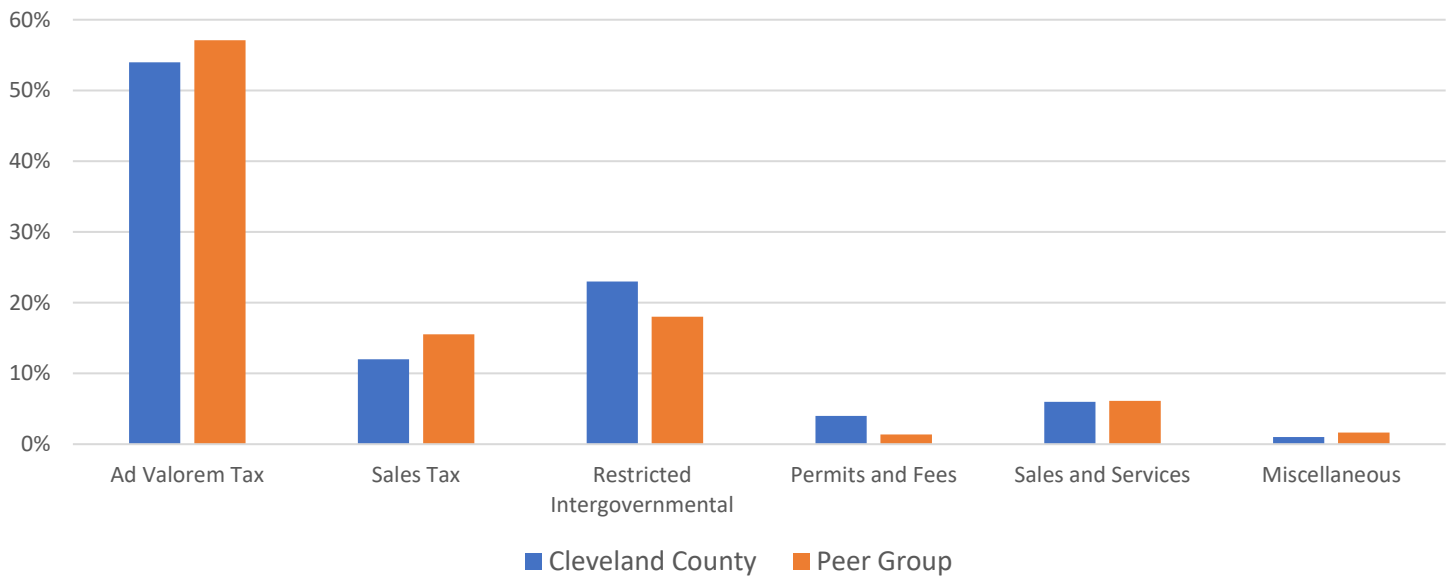
Revenues per capita- Ratio of Total Revenue to Population

Surplus per Capita- Revenue minus total expenditures to population (operating/population)

Total Property Tax Dependency- Ratio of Total Tax Revenue to Total Revenue

Total Sales Tax Dependency- Ration of Total Sales Tax Revenue to Total Revenue

Revenue by Source - Peer Group Comparison



## EXPENDITURE PORTFOLIO

### **Budgeted Expense & Commissioner Goals:**

#### Focus Area – Fiscal Sustainability

I began serving Cleveland County as Finance Director in 2014. At that time, the County's fund balance was 14.6%. It has been a continued goal of the County Commissioners to increase the County's fund balance to between 18-20%. Due to intentional budget management, service re-design, and expenditure re-engineering, FY 19 ended with a fund balance of 18.2%. Projections for the FY20 year end are still proving to be a challenge, however, we are optimistic that the "soft landing" strategy will preserve the Board's goal of 18%. Included in the FY20/21 budget is a strategic fund balance draw down of \$1.3MM to balance the budget.

Cleveland County Government is committed to the fundamental principles of a High Performing Organization (HPO). One of the essential functions of an HPO is continuous self-reflection and rethinking of all activities and programs. One of our continued focuses is maintaining an innovative mind set of entrepreneurship in public service. Through our rethinking initiative we have been critical of projects, services, and business relationships that needed strengthened and those that needed abolished. Our team of department leaders and budget managers have exceeded expectations over the past 4 budgets – in 2014 the County had an overall General Fund Budget of \$113.5MM and the total appropriation for the 2020-2021 budget is approximately \$116.9MM. Since that period, we have:

1. Increased staff salaries on average more than 22%
2. Improved all aspects of the employee health plan
3. Created employee tuition reimbursement plans
4. Developed a 20-year Master Facility Plan
5. System-Wide Enterprise Resource Planning (ERP Technology)
6. Increased public school funding
7. Strategic Land Acquisition
8. Doran Property Clean-Up
9. Open Public Shooting Complex
10. Added 40+ public safety employees

Budget re-engineering continues to be a cornerstone of Cleveland County's budget development. These strategies have created cost savings or cost avoidance of over \$15MM over the past five years. These savings

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have created the capacity for much of the accomplishments above. Several key re-engineering strategies are part of the 2020-2021 budget, including:

- a. Revenue Maximization
- b. Phase II of Early Retirement Incentive Program (ERIP)
- c. Energy Optimization Program

The chart below is a look at several of the revenue maximization strategies that are included in this years budget.

<u>Department</u>	<u>Description</u>	<u>Current Operational General Fund Support</u>	<u>Annual Fiscal Impact</u>
Social Services	Fed/State Revenue <ul style="list-style-type: none"> <li>• Time Allocation/Coding</li> <li>• Indirect Cost</li> </ul>	39%	\$ 75,000
LeGrand Center	Level % Increase in Room Rental Rates	53%	\$ 40,000
Building Inspections	<ul style="list-style-type: none"> <li>• Mobile Home Inspection Fee(\$150 - \$300)</li> <li>• Trade Permits (\$50 - \$75)</li> <li>• Commercial Multiplier (.002 - .003)</li> </ul>	52%	\$ 60,000
Shooting Complex	\$2 Increase in daily rate (\$10 - \$12)	51%	<u>\$ 45,000</u>
		Total	\$ 220,000

## Health & Human Services

The overall appropriation of local funding for the Department of Social Services will be \$7,585,340. This represents a decrease from the prior year of \$689,448 and a decrease in three of the last four years. This reduction in cost comes independent and does not reflect any decrease in service delivery. These key changes have been navigated by the County's new Social Services Director, Katie Swanson. She has created a culture of high performance focused on doing more with less and continuation of NC Fast implementation. When fully staffed prior to 2020, Cleveland County DSS employed approximately 220 FTEs which equates to approximately 25% of the County workforce. Our goal is to manage that number do around 190 FTEs by December 2020. This goal was arrived by a careful study of key metrics as well as peer comparisons and would be accomplished through early retirement and attrition.

The overall appropriation of local funding for the Department of Public Health will be \$2,803,701. This represents a decrease from the prior year of \$1,258,701. The Public Health Department continues to lead the charge on improving the County health ranking and educating citizens on the importance of community wellness. The Public Health Department has approximately 130 FTEs.

In FY 21 we will continue to examine possible opportunities to gain efficiencies and implement the County's master facility plan. A continued top priority is evaluating alternatives for housing of Social Services, who

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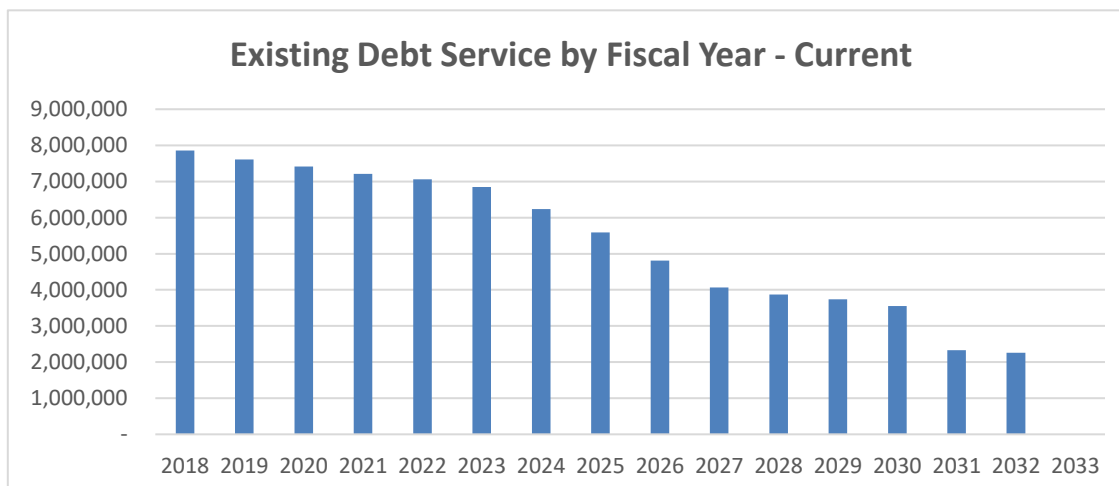
continue to operate in a sub-standard and end of life building (1965). A non-funded priority in the County's 2020-2021 budget is to continue to evaluate the opportunity of re-locating social services and co-locating with public health. All other alternatives are also being evaluated.

## Capital Planning and Debt Service

Although all capital is currently frozen, we continue to examine possible opportunities to gain efficiencies and implement the County's master facility plan. A continued top priority is evaluating alternatives for social services, who continue to operate in a sub-standard and end of life building (1965). A non-funded priority in the County's 2020-2021 budget is to continue to evaluate the opportunity of re-locating social services and co-locating with public health. All other alternatives are also being evaluated.

As part of our prudent fiscal planning and preparation around COVID-19, all capital is currently on a six-month freeze and review. Included as an attachment of the budget is an updated formal 5-year CIP plan. The plan is intended to identify with a future orientation, upcoming capital needs (which are conceived from our Facility Planning and Long-Term Operational Strategies) and align those needs with proper funding resources – which for now are very limited. This type of policy direction and support from the Board of Commissioners is greatly appreciated by staff and recognized as true fiscal sustainability. As recently as 2017, Cleveland County received a bond rating upgrade from S&P/Moody's and is now AA+ - which ranks in the top 15% of all Counties in the State. This has proven critically important as we have remained aggressive in Economic Development with Shell Building financing and with Master Facility Planning Improvements.

Debt service management is another vital part of long-term planning and sustainability. The County has approximately \$60,000,000 in outstanding debt obligations. Of this \$60M, due to strategic management and innovative planning the County General Fund is only responsible for 37% of that amount. This debt percentage represents approximately 3.29 cents of the County's 57 cent tax rate. The remaining 63% of the debt obligations is serviced from other Federal, State, and Local funding sources such as Lottery Funds. At his time, over 80% of the County's debt will be completely liquidated over the next 10 years.



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## Focus Area – Economic Development

Cleveland County Commissioners continue to see the importance of Economic Development and the recruitment of industry. Work force development continues to be the primary focus for long range success. In the upcoming fiscal year, the Board of Commissioners will continue to partner with Cleveland County Schools and Cleveland Community College to promote dual tract with a focus on modern manufacturing.

The County has budgeted \$163,000, a 15% decrease, to the Cleveland County Economic Development Partnership. Over the past several years, the county has increased funding for Economic Development by investing and moving forward with projects such as the Shell Building. This year's budget is equal to the FY19 funding allocation.

The County is a finalist for a Golden Leaf workforce innovation development grant in the amount of \$250,000. Accelerate Cleveland is a job training program targeted at the underemployed and unemployed population. Cleveland County is 1% of the NC Counties and makes up .08% of the total state population– Since 2008 we have recruited 17% of the total capital investment from new and expanding business in NC.

The Board of Commissioners have also placed a high priority on assisting the Agricultural community in their efforts. Included in the 2020-2021 fiscal year budget is the continued support for the small business incentive program, increased funding of NC. Cooperative Extension, and the continuation of grant support.

## Focus Area – Community Education / Customer Service

The Foothills Public Shooting Complex continues to see increases in the number of visitors and is positioned to provide a long-term regional travel/tourism draw for Cleveland County. The Complex hosted several tournaments during this past year and has plans of expanding those effort, **if allowable post COVID-19**. The 2020 fiscal year has exceeded expectations for revenue collections (+ \$225,000) and foot traffic (+25,000).

Cleveland County is excited to have received another grant through the North Carolina Association of County Commissioners that funds ½ of a FTE – Management Fellow Grant. This is the second time that the County has received this opportunity. This fellow will participate in variety of performance management projects including the development of the County's inaugural ***Citizen's Academy***.

During FY 18 the Board of Commissioners began a community cleanup initiative that was aimed at reducing litter in Cleveland County. The program was highly successful and will be continued in the current budget. It has included the involvement of local partners and a marketing campaign that engages the local school system. The 2020-2021 budget includes a budget appropriation of \$15,000 to provide resources for this project.

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Cleveland County is home to fifteen (15) municipal governments, which is one of the highest numbers of any County in the State. Each of these municipal partners are vital to providing the highest level of government services to the citizens of Cleveland County. Over the last several years, the County has provided several one-time capital grants to municipalities to help facilitate recreational opportunities across Cleveland County including but not limited to:

City of Kings Mountain.....	\$80,000
City of Shelby.....	\$80,000
Town of Boiling Springs.....	\$80,000
Town of Polkville.....	\$140,000
Town of Lawndale.....	\$ 15,000
Town of Waco.....	\$20,000
Town of Casar.....	\$20,000

The Board of Commissioners recognizes the importance of supporting these local efforts while maintaining a balance with a multitude of other competing interests, social responsibilities and statutory duties. Since 2018, the County has annually allocated \$60,000 on an annual basis, that is disseminated to Cleveland County municipalities through a competitive process – due to the severe resource strain, the program is temporarily suspended for the 2020-2021 budget year.

The importance of the County’s trail systems to the community has never more been more obvious. Community mobility during the Governors Stay-At-Home order has been up 10%. Included in the 2020-2021 budget is \$46,000 for trail operations. Our team also plan to engage our management fellow to help draft and streamline a trail engagement policy during the year.

The Board of Commissioners continue to support the outstanding efforts of our County’s Animal Services department. During the past year, Cleveland County Animal Services made great strides in executing on a long term strategic plan aimed at lowering the number of unwanted animals in Cleveland County and a goal of a “No Kill” animal shelter. Under the new structural umbrella and central administration leadership model, the total number of annual euthanized animals has continued to decrease. The creation of an animal services community advisory board will ensure this momentum is continued with an ordinance review/re-write and options aimed at a low cost spay neuter public option. Included in the 2020-2021 budget is funding for the 2nd consecutive year to provide full intake vaccinations, spay/neuter, and micro-chipping for all animals that are cared for by Cleveland County Animal Services. We have also included in the budget, the appropriate allocations to maintain low cost adoptions and several free adoption clinics throughout the year.

## Focus Area – Community Wellness

During the 2018 work session, the Cleveland County Board of Commissioners updated their strategic plan to add Community Wellness as a fifth (5) focus area. Community Wellness is an inclusive focus area that is based on improving:

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- 1.) County Health Rankings
- 2.) Social Determinants of Health
- 3.) Access to Physical Activity and Health Promotions

The Commissioners have identified several key initiatives specific to promoting and improving community wellness including an intentional focus on actively engaging in the fight against the opioid epidemic, increasing County wide recycling, and continued momentum of the “Partnering for Community Prosperity” project.

Included in the 2020-2021 budget is an additional appropriation of \$50,000 from Atrium Health to assist in continued funding telemedicine services. We have seen dramatic improvements in community health over the past four years with the implementation of telemedicine coupled with a total of 20 school nurse’s county-wide. Cleveland County Schools provides funding for approximately 40% of the cost of school nurses in Cleveland County.

It is critical to recognize the dramatic emergency room impact of continuing to provide school telehealth services. Since the program was implemented, the unnecessary emergency room visits in the Graham school area were reduced by over 60%. County-wide there was a 29% decrease in unnecessary ER visits. Most recent data specifically for the 2019 year is as follows:

- 4,180 total visits
- 357 patients with no insurance served
- 19% decrease in emergency room visits between the year before and after enrolling in virtual care

## Focus Area – Public Safety

The total public safety budget for Cleveland County in the 2020-2021 budget is \$25,443,527 and includes the Sheriff’s Department, Detention Facility, EMS, Emergency Management, and E-911 communications. The County Commissioners commitment to public safety investment is most evident when analyzed over time. In 2014, this budget was \$19,042,123 – the increase of \$6,401,404 (35%) has been more than any other function of County government and has supplanted in matching the funding levels of other similarly situated North Carolina Counties. Public safety capital replacement is a major component of the 2020-2021 budget. This includes mandatory system wide radio replacement and 800 mhz software upgrades totaling \$610,000.

Included in the 2020-2021 budget is continued momentum for public safety including three (3) new positions at the Detention Facility.

The Cleveland County Sheriff’s Department reflects a total annual appropriation of \$16,300,000, which represents 13.94% of the County’s General Fund. This reflects salaries, operations and capital for the Sheriff’s Department, Detention Facilities, and School Resource Officers.

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Also included in the FY 21 budget is capital funding in the Sheriff's Office and Emergency Medical Services as follows:

## Sheriff's Office

<u>Requested 2019-20 Budget</u>		<u>Approved 2019-20 Budget</u>		<u>Requested 2020-21 Budget</u>		<u>Recommended 2020-21 Budget</u>	
20 Explorers + 3% Hwy Use Tax	688,188	Vehicle Allotment	638,360	18 QTY 2020 FORD EXPLORER	601,330	Vehicle Allotment	680,774
Equip/Paint/Lettering	111,500	MDT Allotment	26,640	3% HIGHWAY USE TAX	18,040	MDT Allotment	26,000
20 MDT Computers	26,640			WRAP DOORS WHITE/LETTER	11,250		
Speed Trailer	14,396			SAFETY EQUIPMENT ON VEHICLE	90,000		
Cellebrite (Forensic Extraction Device)	9,000			MDT COMPUTERS FOR VEHICLES	26,000		
Interview Rooms Equipment	29,977			SERT SHIELDS	12,676		
BearCat Tactical Vehicle	181,000						
SERT Shield (rifle rated)	6,378						
Total	1,067,079	Total	665,000	Total	759,295	Total	706,774

## Emergency Medical Services

<u>Requested 2020-21 Budget</u>		<u>Approved 2020-21 Budget</u>	
3 Ambulances + 3% Hwy Use Tax	632,034	2 Ambulanes Remount	320,000
2 LP15 Cardiac Monitors	73,000	Director Disc.	60,000
Supervisor QRV + 3% Hwy Use Tax	45,000		
2 Lucas CPR Device	35,000		
16 Styrker TrueCPR Feedback Device	24,416		
MDT/IPAD	20,000		
Total	829,450		380,000

## Operational Highlights

The Cleveland County Register of Deeds (ROD), Betsy Harnage, has completed her second-year processing and administering passport applications with overwhelming success. This is only being done in a few Registers offices across the State and we applaud the Registers office for offering a new service to the Citizens of Cleveland County. This service is being offered as a result of the hard work and innovative ideas of the ROD. This new service required very minimal capital improvements to the Registers existing office, and a marginal increase in the operational and part time budget. The office has also began scanning and digitalizing vital records that will be preserved and available electronically and indexed for the citizens of Cleveland County.

The Human Resources Department continues to work to support an atmosphere that promotes work place engagement, employee wellness, and high performing culture. Included in the 2020-2021 budget is continued funding of \$50,000 to provided effective supervisory training, diversity training, and workplace harassment training. During 2018, the Board of Commissioner voted unanimously to fully implement a



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Pay and Classification study that was done earlier that year. The cost to implement was \$2,000,000 and was accomplished without increasing taxes.

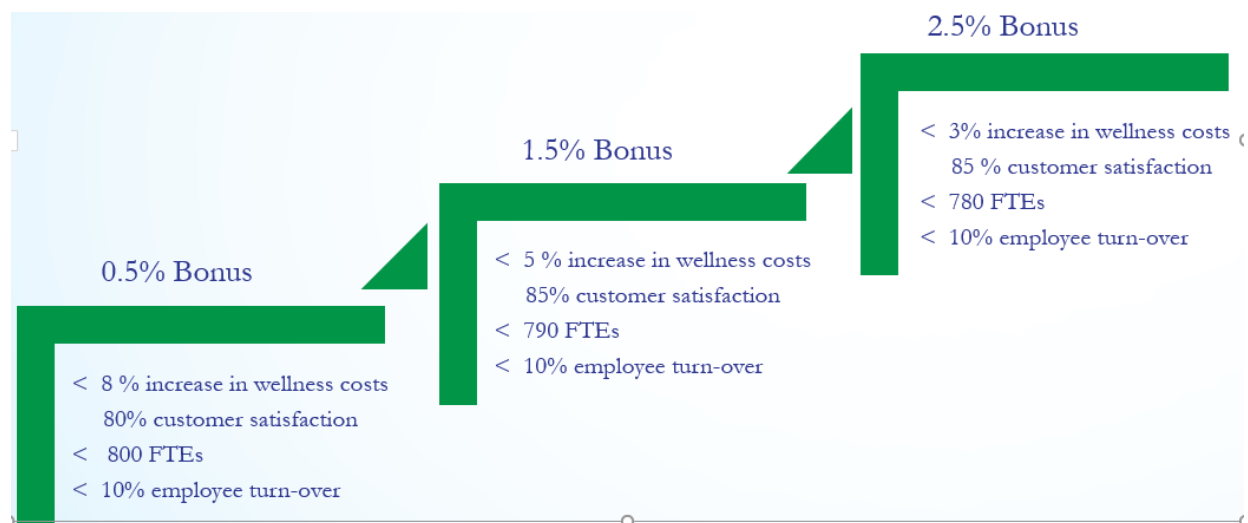
## Employee Compensation & Benefits

Cleveland County strives to be an employer of choice. On average, employees receive a benefit package that represents 25-35% of their total annual salary.

With the uncertainty in the national economy, anticipated revenue loss, and increase in mandated operational costs, the 2020-2021 budget does not include a cost of living adjustment effective July 1, 2020. However, we are pleased to include a performance bonus of up to two and a half percent (2.5%) for all full-time employees. This stays consistent with the pay for performance model that has been introduced to our employees over the past two (2) years. The bonus would be liquidated twice during the year on September 15<sup>th</sup> and March 15<sup>th</sup>. We are also planning a compensatory raise of one percent (1%) that would be effective on January 1<sup>st</sup>, 2021 **if** the following conditions are met.

- FY 19-20 Fiscal Year Audit doesn't include a fund balance draw down below 18%
- Revenue for the 1<sup>st</sup> and 2<sup>nd</sup> quarter of FY 21 exceed expectations at a less than 10% decline

The mechanics of the performance bonus model is as follows:



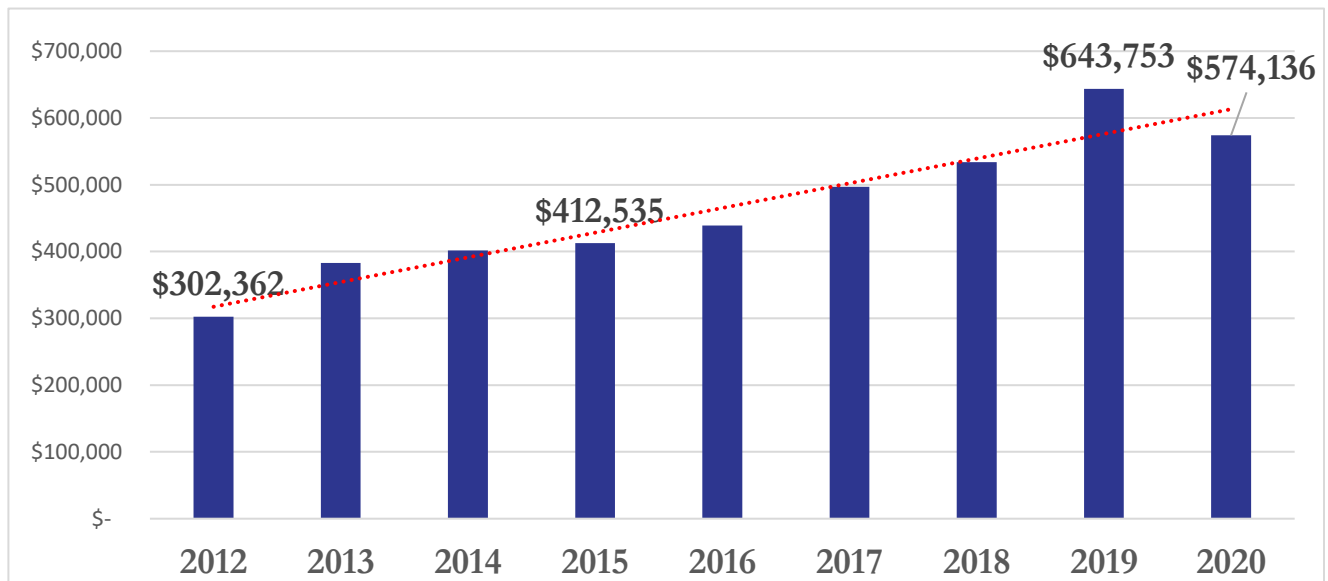
## County Wellness

Governments across the State are reporting average health care cost increases of 10-15% for Employee Health Insurance. Included in the 2020-2021 budget, Cleveland County is requesting a 5.5% employer increase in health care premiums. Monthly premiums for employees covered under the plan will be increased from \$900 - \$950 which has an organization cost of \$450,000. This increase will be absorbed by the County General Fund. Our team is pleased with this continued momentum of managing our health costs with

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offsetting investments into our workforce. The 2020-2021 budget also include continuation of the disease management programs, continuation of the YMCA benefits, improved long term disability, and for the eleventh (11) year in a row we have budgeted flat dependent and family rates. The low increase in healthcare premiums compared to governments across the state is indicative of our employees commitment to wellness and the steps they are taking to be healthier. Below, please find a chart outlining the county's cost savings in monthly claims costs.

## Monthly Employee Wellness Claims Costs



### Recommended Staffing Plan

The County administrative leadership team has incorporated three points of emphasis in managing the human capital for the upcoming fiscal year. The recommended budget incorporates Phase II of the Early Retirement Incentive Plan. All non-essential hiring will remain frozen through the 1<sup>st</sup> quarter of the 2020-2021 fiscal year.

- A.) Position Justification – A formal and data driven review of each vacant position in the organization as it is vacated. The review includes analyzing the potential for cross departmental sharing, technology savings and attrition.
- B.) Position Re-Classification - This represents an intentional effort to maximize each FTE position within County government. Our team recognizes that business and service delivery expectations change and that our team should look for opportunities to align current resources with the most appropriate need.
- C.) Substantial Equivalency – Substantial equivalency is the process of converting State defined

# REACT / REBUILD / RETHINK

staffing classifications into a local classification. This is a developing trend across the State and recognizes that County government is much more nimble and effective when we are adaptable to local needs.

## Cleveland County Public Schools

The county allocation budget totals \$30,330,849 with equates to an increase of approximately \$65,000. Capital outlay will be \$2,850,000 which is consistent with the prior year.

## Cleveland County VFD

The County Fire Service Districts tax rate will remain the same with a consistent rate of 8.75 cents per \$100 of property valuation for all County Fire Districts. The tax rate provides all funding including part time personnel, operations and capital for all 12 fire districts in Cleveland County. The budget team has worked closely with the County Fire Commission to forecast future needs and provide appropriate resources are distributed to ensure proper coverage limits for Cleveland County citizens. The total allocation is approximately \$4.1MM.

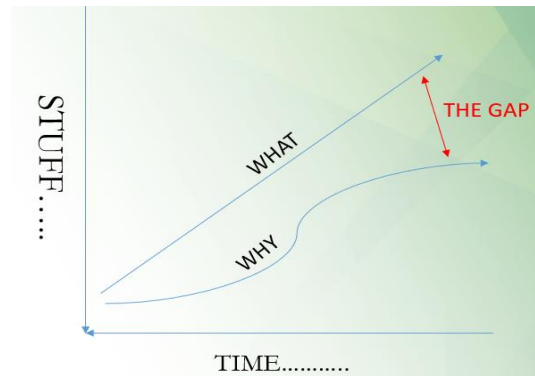
## Conclusion – Resiliency through Crisis

We are facing new challenges in the organization and in the community in 2020 that are very different than ever before. The success and momentum that has been built over the past six (6) years has brought new challenges of sustainability and constant excitement of “what could be” – that simply did not exist ten years ago. As we are now twenty (20) years into the Twenty-First century, we began the year with much optimism and hope. No one could have imagined that only months into the year we would be confronted with an invisible enemy that challenged our normalcy. In these times of crisis, the Resiliency that we must find comes from our purpose – **To Make our Community Better.**

- The **ReAct** phase of our Crisis Management Plan is critical to the County’s long-term success. The decisions that we make today, will have a tremendous impact on our ability to serve our community as we move forward. Stabilizing means commitment to High Performance & Teamwork – focused around adaptation and nimbleness.
- The **ReBuild** phase will include obtaining a comprehensive understanding of the new landscape. The Courage to admit we are entering a “new normal” and asking hard questions that seeks re-engagement and the Integrity to act.
- Finally, **ReThink** starts with openness to change. Allowing Innovation to prosper, in the hierarchy alignment of ODI (Organization/Department/Individual).

# REACT / REBUILD / RETHINK

We must stay committed to our purpose. Constant reflection and intent of synchronizing “what” we do with “why” we do it will ensure that Cleveland County Government prospers in our servant leader role. We must make sure, as an organization, that the gap between what we do and why we do it remains closely aligned. The road will most certainly be difficult, but I remain encouraged that our team is up for the challenge.



Once again, I would like to thank you, our Commissioners for your vision and direction through this process and all the hard work of our Department Heads and staff. With the effective work of our Finance Department and that of each Department, the County is operating with a clear plan of maintaining fiscal strength and stability.

Respectfully submitted,

Brian C. Epley, County Manager

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF CLEVELAND COUNTY:

**SECTION I. FUND ESTIMATED REVENUES.** It is estimated that the revenues and fund balances of the funds and departments as listed below will be available during the fiscal year beginning July 1, 2020 and ending June 30, 2021 to meet the functional appropriations as set forth in Section II. All fees, commissions, and other sums paid to or collected by any County Officer, or agent in their capacity, shall accrue to the benefit of the County and become County funds.

		<b>\$ 146,687,931</b>
		(17,098,858) <u>\$ 129,589,073</u>
<b>Primary</b>		<b>\$ 82,543,770</b>
		(3,205,671) <b>\$ 79,338,099</b>
<u>Ad Valorem Tax:</u>	<b>Current Year</b>	
	(57.0 Cents per \$100 value) X (\$9,508,589,000 total value) X (97.5% collection)	\$ 52,843,983
	Prior Years	625,000
	Advertising/Penalties	320,000
<u>Other Taxes:</u>	<b>Sales Tax</b>	
	1 Cent (Article 39)	5,792,750
	Two 1/2 Cents (Art 40 & 42)	4,194,750
	Occupancy Tax	300,000
	Heavy Equip Tax	25,000
	Vehicle Lease Tax	50,000
	Excise Stamps Tax	245,000
<u>Intergovernmental:</u>	US Grant-Emergency Management	20,000
	NC Telecommunications Surcharge	290,000
	NC Grants-Third Party (Pass-Thru)	73,068
	NC Grant--J.C.P.C. Admin.	1,689
	NC Court Arrest Fees-Sheriff	36,000
	NC Forfeited Property-Sheriff	50,000
	NC Housing of State Prisoners-Jail	185,000
	NC Housing Inmate - SSA	15,000
	NC Court Fees-Jail	75,000
	NC License Revocation-Jail	8,000
	NC DOT Grant (Pass-Thru to TACC)	175,000
	NC Grant-Soil Conservation Match	32,100
	NC Grant-State Aid to Libraries	140,000
	Kings Mtn: County Library System	8,738
	JCPC Grant-Cleveland County Schools (Pass Thru)	40,000
	JCPC Grant-Communities in Schools (Pass Thru)	74,016
	Schools: School Resource Officers	580,577
	Shelby: Payment in Lieu of Taxes	11,000
	Other Various Sources	302,249
<u>Permits/Fees:</u>	Register of Deeds	449,500
	Sheriff	251,100
	Inspections	190,000
	Planning & Zoning	19,100
<u>Sales/Services:</u>	Rents	3,320,602
	Contracted Revenues	100,000
	Municipal Tax Collection	400,000
<u>Sales/Services:</u>	Local Fees & Medicaid	
	Emergency Med Serv	3,605,392
	Volunteer Rescue	14,000
	Electronic Maintenance	62,000
	Travel & Tourism	25,000
	Animal Control	198,400
	Cooperative Extension	27,219
	County Library System	30,000
	Public Firing Range	215,000
<u>Interest:</u>	Interest on Investments	650,000
<u>Miscellaneous:</u>	ABC Per Bottle & Profit Distribution	115,000
	Sale of Used Assets	29,500
	Local Revenue	338,553
	Vending/Payphone Commissions	100,000
	Contributions & Donations (Library)	42,500
	Other Miscellaneous	122,800

<u>Other Sources:</u>	S/W Landfill Fund (Transfer)	1,346,280		
	School Capital Reserve Fund (Transfer)	1,600,000		
	Emergency Telephone Fund (Transfer)	8,000		
	Social Service Fund (Transfer)	97,500		
	Health Dept Fund (Transfer)	153,891		
	Fund Balance Appropriated	2,473,513		
	Mental Health Appropriation	45,000		
				\$ 82,543,770
				(82,543,770)
<b><u>Social Services &amp; Public Assistance</u></b>				
		<b>Less Transfers In:</b>	<b>20,610,388</b>	
	Grants-Federal and State Govts	12,974,708	(7,585,341)	13,025,047
	Local Fees	50,339		
	Primary Fund (Transfer)	7,585,341		
<b><u>Public Health</u></b>				
		<b>Less Transfers In:</b>	<b>11,049,263</b>	8,235,078
	Grants-Federal and State Govts	1,864,457	(2,814,185)	
	Local Fees & Medicaid	5,341,634		
	Primary Fund (Transfer)	2,714,185		
	Other Funds (Transfer)	100,000		
	Fund Balance Appropriated	1,028,987		
<b><u>Employee Wellness</u></b>				
		<b>Less Transfers In:</b>	<b>1,419,682</b>	141,700
	Local Fees	141,700	(1,277,982)	
	Health Insurance Fund (Transfer)	1,277,982		
<b><u>Court Facilities</u></b>				
		<b>Less Transfers In:</b>	<b>428,463</b>	144,000
	Departmental Fees	144,000	(284,463)	
	Primary Fund (Transfer)	284,463		
<b><u>School Property Taxes</u></b>				
	Ad Valorem Tax: Current Year	13,906,311	<b>17,255,121</b>	17,255,121
	<i>(15.0 Cents per \$100 value) X (\$9,508,589,000 total value) X (97.5% collection)</i>			
	Interest on Delinquent Tax	55,000		
	Settlement Overs/Shorts	60		
<u>Other Taxes:</u>	Sales Tax	3,293,750		
<b><u>LeGrand Conference Center</u></b>				
		<b>Less Transfers In:</b>	<b>809,856</b>	270,750
	Fees, Beverage Sales	270,750	(539,106)	
	Primary Fund (Transfer)	539,106		
<b><u>Workers' Compensation / Property &amp; Liability Insurance</u></b>				
		<b>Less Transfers In:</b>	<b>1,517,610</b>	125,500
	Interest on Investments/Other	125,500	(1,392,110)	
	Primary Fund (Transfer)	977,309		
	Social Services Fund (Transfer)	117,600		
	Other Funds (Transfer)	297,201		
<b><u>Health / Dental Insurance</u></b>				
		<b>Less Transfers In:</b>	<b>11,053,778</b>	10,862,778
	Fund Balance Appropriated	962,778	(191,000)	
	Primary Fund (Transfer)	191,000		
	Dental Premiums	210,000		
	Health Premiums	9,690,000		

<b><u>B. SPECIAL REVENUE FUND ESTIMATED REVENUES</u></b>		<b>4,516,391</b>	<b>\$ 4,516,391</b>
		<b>Less Transfers In:</b>	-
<b><u>Emergency Telephone</u></b>			
E911 Subscriber Fees	203,561	261,391	261,391
Other Revenues	10,000		
Fund Balance Appropriated	47,830		
<b><u>County Fire Service District</u></b>			
Ad Valorem Tax: Current Year (8.75 Cents per \$100 value) X (\$4,266,666,667 total value) X (97.5% collection)	3,640,000	4,255,000	4,255,000
Other Revenues	615,000		
<b><u>C. DEBT SERVICE FUND ESTIMATED REVENUES</u></b>		<b>8,051,347</b>	<b>\$ 1,750,573</b>
		<b>Less Transfers In:</b>	(6,300,774)
<b><u>Debt Service</u></b>			
Other Revenues - Federal	672,619		
Other Unit's Share of Expenditures	1,077,954		
Primary Fund (Transfer)	3,171,857		
School Capital Reserve Fund (Transfer) - PSCBF	1,100,000		
School Capital Reserve Fund (Transfer)	2,028,917		
<b><u>D. CAPITAL PROJECT FUND ESTIMATED REVENUES</u></b>		<b>9,228,532</b>	<b>\$ 4,828,917</b>
		<b>Less Transfers In:</b>	(4,399,615)
<b><u>Capital Projects</u></b>			
Capital Reserve Fund (Transfer)	1,765,000	1,782,000	-
Primary Fund (Transfer)	17,000	(1,782,000)	
<b><u>County Capital Reserve</u></b>			
County Funds/County Reserve (Transfer)	2,617,615	2,717,615	100,000
Local Revenues	100,000	(2,617,615)	
<b><u>School Capital Reserve</u></b>			
Sales Tax: Two 1/2 Cents (Art. 40 & 42)	3,128,917	4,728,917	4,728,917
Grants-Public School Bldg. Cap. Fds.	1,600,000		
<b><u>E. ENTERPRISE FUND ESTIMATED REVENUES</u></b>		<b>10,841,571</b>	<b>\$ 10,841,571</b>
		<b>Less Transfers In:</b>	-
<b><u>Solid Waste Landfill</u></b>			
Grants and Shared Taxes-State Govt	2,849,003	10,841,571	10,841,571
Local Fees and User Fees	6,229,404	-	
Sale of Recyclables/Other	63,080		
Fund Balance Appropriated	1,700,084		
<b><u>SECTION I TOTAL (TOTAL FUND ESTIMATED REVENUES)</u></b>		<b>179,325,772</b>	
		<b>Less Transfers In:</b>	(27,990,247) 151,335,525

**SECTION II. FUND APPROPRIATIONS.** It is hereby affirmed that the appropriations of the funds and departments as listed below will be sufficient to meet the County's normal operating obligations.

**A. GENERAL FUND APPROPRIATIONS**

		<b>146,687,931</b>	
	<b>Less Transfers Out:</b>	(19,744,849)	126,943,082
<b><u>General Government</u></b>		<b>43,243,437</b>	24,058,579
	<b>Less Transfers Out:</b>	(19,184,858)	
10.411	Commissioners (Governing Body)	394,277	
10.412	County Manager's Office	926,749	
10.413	Finance/Purchasing	1,101,793	
10.415	Property Tax Administration	1,713,504	
10.416	Legal/County Attorney	284,123	
10.418	Elections	519,734	
10.419	Register of Deeds	599,184	
10.421	Information Technology	1,197,508	
10.422	Travel & Tourism	166,338	
10.423	Human Resources	754,772	
10.426	Building Maintenance	1,808,255	
10.427	Facilities Janitorial	221,367	
10.430	Municipal Grants	147,048	
10.432	Grants--Third Party (Pass Thru)	73,068	
10.433	Grant--J.C.P.C. Administration	1,689	
10.438	Grant--Victim Specialist Grant Program	50,138	
10.613	Communities in Schools - County Match	58,465	
10.613	Communities in Schools - JCPC Grant	74,016	
10.619	ROD Automation E & P	75,000	
10.981	Transfers Out To:		
	Social Services	7,585,341	
	Public Health	2,714,185	
	Courts	284,463	
	Workers' Comp. / Property & Liability	977,309	
	Debt Service	3,171,857	
	Capital Reserve	2,617,615	
	Capital Project	17,000	
	Conference Center	539,106	
10.998	Emergency & Contingency	750,000	
13.660	Employee Wellness	1,419,682	
14.417	Court Facilities	428,463	
60.650	Workers' Compensation	737,100	
60.651	Property/Liability	780,510	
65.981	Employee Medical Insurance	9,565,796	
65.981	Employee Medical Insurance (Tfr Out)	1,277,982	
66.661	Employee Dental Insurance	210,000	
<b><u>Public Safety</u></b>			<b>28,839,966</b>
10.440	School Resource Officers	887,736	
10.441	Sheriff	9,003,284	
10.443	Forfeited Property--State	50,000	
10.444	Detention Center/Jail	6,489,924	
10.445	Emergency Management	391,526	
10.446	Emergency Medical Services	7,361,318	
10.447	Volunteer Rescue	31,920	
10.448	Communications	1,426,757	
10.449	Electronic Maintenance	1,242,155	
10.450	Building Inspections	496,889	
10.451	Coroner	50,000	
10.453	Hazardous Materials	12,672	
10.542	Animal Services	1,395,785	
<b><u>Economic &amp; Physical Development</u></b>			<b>6,103,296</b>
10.491	Planning & Zoning	356,941	
10.492	Economic Development/Tourism	5,154,921	
10.495	Cooperative Extension	359,618	
10.496	Forestry Management	103,106	
10.498	Soil Conservation	128,710	



<b><u>Transportation</u></b>			<b>238,965</b>	238,965
10.497	Transportation Admin. of Clev. Cty.	238,965		
<b><u>Human Services</u></b>			<b>32,537,537</b>	31,977,546
		<b>Less Transfers Out:</b>	(559,991)	
10.560	Mental Health (Pathways)	588,000		
10.591	Veterans' Service Officer	121,554		
10.617	Council on Aging (Senior Center)	168,332		
11.000	Social Svcs. & Public Asst.	20,204,288		
11.000	Transfers Out To Other Funds	406,100		
12.000	Public Health	10,895,372		
12.000	Transfers Out To Other Funds	153,891		
<b><u>Education</u></b>			<b>32,573,993</b>	32,573,993
10.600	Cleveland County Schools			
	Current Expense	10,250,000		
	Capital Outlay	1,400,000		
	Capital Outlay - Special Allocation	1,450,000		
	JCPC Early Intervention Grant (Pass Thru)	40,000		
10.604	Cleveland Community College			
	Utilities/Maint Bldg-Grounds	74,000		
	Current Expense	2,104,872		
20.600	School Property Taxes	13,961,371		
	School Sales Tax (Pass Through)	3,293,750		
<b><u>Cultural</u></b>			<b>2,987,333</b>	2,987,333
10.611	Libraries			
	County Library System	1,174,931		
	Other Libraries	85,500		
10.612	Recreation	120,533		
10.614	Historic Artifacts	95,400		
10.470	Public Shooting Range	701,113		
55.480	LeGrand Center	809,856		
<b><u>Debt Service (small lease purchase agreements)</u></b>			<b>163,404</b>	163,404
10.800	Debt Service	163,404		
<b><u>B. SPECIAL REVENUE FUND APPROPRIATIONS</u></b>				
		<b>Less Transfers Out:</b>	(8,000)	
<b><u>Public Safety</u></b>			<b>4,516,391</b>	4,508,391
		<b>Less Transfers Out:</b>	(8,000)	
26.454	Emergency Telephone	253,391		
26.454	Transfer Out To Other Funds	8,000		
28.452	Volunteer Fire Departments	4,255,000		
<b><u>C. DEBT SERVICE FUND APPROPRIATIONS</u></b>			<b>8,051,347</b>	8,051,347
<b><u>Debt Service</u></b>			<b>8,051,347</b>	8,051,347
30.800	Debt Service	8,051,347		

**SECTION II. FUND APPROPRIATIONS.**

**D. CAPITAL PROJECT FUND APPROPRIATIONS**

**Capital Projects**

		(continued)	
		<b>9,228,532</b>	2,734,615
	<i>Less Transfers Out:</i>	(6,493,917)	
		<b>9,228,532</b>	2,734,615
	<b>Less Transfers Out:</b>	(6,493,917)	
40.210/225	County Capital Projects	1,782,000	
41.209	County: Capital Reserves (Transfer)	1,765,000	
41.209	Capital Reserves - Capital Plan	952,615	812,385
42.105	Schools: Local Option Sales Taxes (Transfer)	3,128,917	
42.107	Public School Capital Fund (Transfer)	1,600,000	

**E. ENTERPRISE FUND APPROPRIATIONS**

**Environmental**

		<b>10,841,571</b>	9,098,090
	<b>Less Transfers Out:</b>	(1,743,481)	
		<b>10,841,571</b>	9,098,090
	<b>Less Transfers Out:</b>	(1,743,481)	
54.473	Solid Waste Disposal	6,545,953	
54.473	Transfers Out To Other Funds	1,743,481	
54.474	Solid Waste Collections	2,552,137	

**SECTION II TOTAL (TOTAL FUND APPROPRIATIONS)**

		<b>179,325,772</b>	
	<b>Less Transfers Out:</b>	(27,990,247)	151,335,525

**SECTION III. PROPERTY TAX RATES.** The County-wide property tax rate shall be 57 cents per \$100 valuation for purposes of the General Fund and 15 cents per \$100 valuation for purposes of the School Property Taxes Fund; thus, the combined County-wide property tax rate shall be 72 cents per \$100 valuation. Further, the property tax rate for the County Fire Service District shall be 8.75 cents per \$100 valuation and derived revenues shall be used to benefit volunteer fire departments in the district. In addition, to benefit the volunteer fire departments in a special fire district which is seeking approval of this rate from the Board of Commissioners, the property tax rate for Number Seven and Number Three Fire Districts shall be 8.75 cents per \$100 valuation.

**SECTION IV. BUDGET CHANGES.** The County Manager shall have authorization to make budget changes between any and all operating funds and departments departments as long as the Total Fund Estimated Revenues and Total Fund Appropriations remain at the level, including all subsequent amendments, approved and adopted by the County Board of Commissioners, except as provided below.

**SECTION V. BUDGET CARRY FORWARDS.** The County Manager shall have authorization to include in the budget all prior year budget amounts remaining for remaining for outstanding purchase order encumbrances, unspent grants, unspent donations, and other ongoing projects as determined by the Finance Department.

**SECTION VI. POSITIONS/STAFFING.** Included in the 2020-2021 budget are three (3) new positions at the Detention Facility. Budgeted number of total positions for the 2020-2021 fiscal year: Sheriff's Office 102, School Resource 10, Detention Center 91.

**COUNTY OF CLEVELAND, NORTH CAROLINA**

**AGENDA ITEM SUMMARY**

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**Adjourn**

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**Department:**

**Agenda Title:** The next meeting of the Cleveland County Board of Commissioners will be held on Tuesday, June 16, 2020 at 6:00pm in the Commissioners Chamber.

**Agenda Summary:**

**Proposed Action:**

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**ATTACHMENTS:**

File Name

Description

No Attachments Available