

# Halifax County Board of Commissioners

Vernon J. Bryant, Chairman  
J. Rives Manning, Jr., Vice-Chairman  
Carolyn C. Johnson  
Linda A. Brewer  
Marcelle O. Smith  
T. Patrick W. Qualls



Tony N. Brown  
County Manager  
Andrea H. Wiggins  
Clerk to the Board  
M. Glynn Rollins, Jr.  
County Attorney

## Monday May 20, 2019 Regular Meeting 9:30 AM

Halifax County Historic Courthouse  
10 North King Street, Post Office Box 38, Halifax, North Carolina 27839  
252-583-1131/Fax: 252-583-9921  
[www.halifaxnc.com](http://www.halifaxnc.com)

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**The mission of the Halifax County Board of Commissioners is to provide leadership and support for an effective county government that seeks to enhance the quality of life for the people of Halifax County.**

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### Call to Order

**Chairman Vernon J. Bryant**

### Invocation and Pledge of Allegiance

### Adoption of the Agenda

### Conflict of Interest

**Chairman Vernon J. Bryant**

*In accordance with the Halifax County Board of Commissioners Rules of Procedures and N. C. G. S. Sec.153A-44, it is the duty of every member present to vote on all matters coming before the Board, unless there is a conflict of interest as determined by the Board or by law. Does any Board member have any known conflict of interest with respect to any matters coming before the Board today? If so, please identify the conflict and the remaining Board members will vote to consider the requested excuse.*

### 1. Agenda Items

- |   |  |
|---|--|
| A. Resolution in Support of the Current ABC Control System for the Sale of Liquor | <b>Derian Caudle, Halifax County ABC General Manager</b>             |
| B. Declaration of Intent to Sell Home Health and Hospice of Halifax               | <b>Bruce Robistow, Director of Public Health</b>                     |
| C. FY 2019-2020 Juvenile Crime Prevention Council Funding Plan                    | <b>Marcelle O. Smith, Juvenile Crime Prevention Council Chairman</b> |
| D. Audit Contract for June 30, 2019   | <b>Mary W. Duncan, Finance Director</b>                              |
| E. FY 2019-2020 Budget Presentation   | <b>Tony N. Brown, County Manager</b>                                 |

### 2. Other Business

**County Commissioners**

### 3. Adjourn

**County Commissioners**

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*Accommodations for individuals with disabilities may be arranged by contacting the County Manager's office at 252-583-1131 at least 48 hours prior to the meeting.*

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**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Derian Caudle, Halifax County ABC General Manager

**PRESENTER:** Derian Caudle, Halifax County ABC General Manager

**SUBJECT:** Resolution in Support of the Current ABC Control System for the Sale of Liquor

**DATE:** May 20, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the resolution in support of the current ABC Control System for the sale of liquor for your review and approval.

**ATTACHMENTS:**

Description

- ▢ Resolution in Support of the Current ABC Control System for the Sale of Liquor

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Adopt the resolution in support of the current ABC Control System for the sale of liquor.

**RESOLUTION  
IN SUPPORT OF THE CURRENT ABC CONTROL SYSTEM  
FOR THE SALE OF LIQUOR**

**WHEREAS**, the citizens of the County of Halifax voted to permit the sale of liquor through the establishment of an ABC Board, which is a part of the North Carolina's control system for the sale of spirituous liquors; and

**WHEREAS**, House Bill 971 (Modern Licensure Model for Alcohol Control) was filed on April 25, 2019 and this bill privatizes the retail sale and wholesale distribution of liquor, allows a minimum of 1,500 permits to be issued to any business that sells food (grocery stores, convenience stores, pharmacies, variety stores, etc.) or to any "retail business", with additional numbers of permits available for issuance based on population growth, with retail liquor sales authorized between the hours of 7 a.m. and 2 a.m., and with those businesses allowed to ship liquor directly to individuals in or out of the State; and

**WHEREAS**, North Carolina's local ABC boards operate about 423 retail stores, balancing access to liquor and generating local revenue while maintaining control; and

**WHEREAS**, the North Carolina Department of Health and Human Services website notes that *excessive alcohol use cost North Carolina more than \$7 Billion* in 2010, that excessive alcohol use is the third leading preventable cause of death in North Carolina, and that according to [Centers for Disease Control's Community Guide on Excessive Alcohol Use](#) strategies to reduce excessive drinking include maintaining State control of alcohol sales and continuing to limit the number of outlets selling and distributing alcohol; and

**WHEREAS**, the General Assembly's nonpartisan Program Evaluation Division (PED) was directed to examine whether other systems for alcohol beverage control, including privatized systems, are appropriate for North Carolina, specially to include the State of Washington, which recently changed its beverage control system from State government control of wholesale and retail control of spirituous liquor to a licensure model; and

**WHEREAS**, the PED Report, "Changing How North Carolina Controls Liquor Sales Has Operational, Regulatory, and Financial Ramifications", released on February 11, 2019: (1) did not recommend privatization, (2) found that among the southeastern states, North Carolina collects the most revenue per gallon, has the lowest outlet density and has the second lowest per capita consumption; and (3) the PED expects retail liquor consumption to increase by 20% with privatization based on 1,000 expected outlets; and

**WHEREAS**, for fiscal year ending 2018, local ABC boards distributed \$430,635,861: County-City Distributions \$80 million; State General Fund \$323 million; Local Alcohol Education/Treatment \$13 million; Local Law Enforcement \$8.8 million; and Rehabilitation Services \$5 million; and local ABC boards also paid \$17.7 million for the operation of the ABC Commission/Warehouse; and

**WHEREAS**, North Carolina is unique as it allows communities to vote to establish local

ABC boards for the sale of liquor in their communities, with liquor profits distributed back to those communities, thereby reducing the need to increase local property taxes; and

**WHEREAS**, the citizens of the County of Halifax, in voting to permit the operation of ABC stores, did not vote to allow spirits to be sold in private retail liquor stores and did not vote to allow spirits to be sold retail outlets where beer and wine are sold; and

**WHEREAS**, no State funds are spent to distribute or sell liquor as the State and local operation of the ABC system is receipt supported; and

**WHEREAS**, of the 50 states, North Carolina ranks 44<sup>th</sup> lowest in consumption per capita and 7<sup>th</sup> highest in revenue per capita and North Carolina's ABC system accomplishes both revenue and public health, welfare and safety objectives; and

**WHEREAS**, privatization will result in a marked increase in the number of outlets, longer hours of sale, greater advertising and more promotion, significantly more consumption, and increased societal costs; and

**WHEREAS**, local revenue from ABC stores operations is important; and

**WHEREAS**, local control over the sale of liquor is an important function.

**NOW, THEREFORE, BE IT RESOLVED**, that the County of Halifax desires to retain North Carolina's current control system for the sale of liquor and believes that privatization of liquor will lead to many adverse effects.

Adopted this 20<sup>th</sup> day of May, 2019.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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Andrea H. Wiggins, MMC, Clerk to the Board  
Halifax County Board of Commissioners



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** M. Glynn Rollins, Jr., County Attorney

**PRESENTER:** Bruce Robistow, Director of Public Health

**SUBJECT:** Declaration of Intent to Sell Home Health and Hospice of Halifax

**DATE:** May 20, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The county is considering the sale of Home Health and Hospice of Halifax (HHHH). HHHH is a "hospital facility" as that term is defined in Article 2, Chapter 131E, N.C. General Statutes. Before selling, leasing or otherwise conveying HHHH, the county must follow certain procedures, the first of which is adoption of a resolution declaring the intent to sell HHHH at a regular meeting on 10 days public notice. The 10 day public notice has been given. A resolution concerning various matters related to declaration of intent to sell, including the engagement of a consultant to assist with the proposed sale, is either attached to this agenda item or placed at your seats.

**ATTACHMENTS:**

Description

▣ Public Notice

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Consider adoption of the resolution declaring intent to sell Home Health and Hospice of Halifax.

## Public Notice

Pursuant to N.C. Gen. Stat. 131E-13(d), the Board of Commissioners of Halifax County (the "Board") is providing notice of its plans to consider its intent to sell or otherwise convey its home health and hospice agency, Home Health and Hospice of Halifax (the "Agency"), in a manner consistent with its governmental purpose, at its regular meeting to be held at 9:30 a.m. on Monday, May 20, 2019. The meeting will be held in the Commissioners Board Room at the Historic Courthouse, which is located at 10 N. King Street, Halifax, North Carolina.

Upon such declaration of intent to sell the Agency, the Board plans to issue a Request for Proposals ("RFP") related to the sale of its Agency. By this Notice, the Board also solicits any other party interested in participating in the RFP to contact Mr. Bruce Robistow, the County Health Director, in writing by May 22, 2019, at [robistowb@halifaxnc.com](mailto:robistowb@halifaxnc.com). Upon receipt of an acceptable proposal, as determined by the Board in its sole discretion, the Board intends on negotiating terms with the selected respondent in a manner consistent with its governmental purpose.

Andrea H. Wiggins  
May 10, 2019



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

**PRESENTER:** Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

**SUBJECT:** FY 2019-2020 Juvenile Crime Prevention Council Funding Plan

**DATE:** May 20, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The FY 2019-2020 Juvenile Crime Prevention Council Funding Plan will be presented.

**ATTACHMENTS:**

Description

- ▢ FY 2019-2020 Juvenile Crime Prevention Council Funding Plan

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the FY 2019-2020 Juvenile Crime Prevention Council Funding Plan.



# North Carolina Department of Public Safety

## Adult Correction and Juvenile Justice - District 6


Roy Cooper, Governor  
Erik A. Hooks, Secretary

Reuben F. Young, Interim Chief Deputy Secretary  
Sonynia Leonard, Chief Court Counselor

### MEMORANDUM

DATE: April 26, 2019

TO: Andrea Wiggins, Clerk to the Board

FROM: Marcelle Smith, Halifax County JCPC Board Chair 

RE: Annual Funding Plan Presentation

I, on behalf of the Halifax County Juvenile Crime Prevention Council, am requesting an opportunity to present the 2019-2020 annual funding plan at the May 6, 2019 regular meeting of the County Commissioners.

I will not have the completed documents ready in time to be included in the agenda package due to the turnaround time needed for the funded programs to do budget revisions. I will bring the documents to the meeting on May 6, 2019 and forward you an electronic version as soon as it is available.

If there are any additional questions, feel free to contact me at 583-5371.





**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Mary W. Duncan, Finance Director

**PRESENTER:** Mary W. Duncan, Finance Director

**SUBJECT:** Award audit contract for fiscal year ending June 30, 2019

**DATE:** May 20, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

An Audit RFP was sent out in early February and the original due date was extended a week due to only 1 response. Bids were opened on March 6th and the tabulation sheet is attached for more detail.

Our previous firm did not bid due to the new criteria being demanded by the State as well as the tightening of deadline adherence. MSA also released 6 other counties.

The bids were: Elliott Davis, located in Raleigh, \$65,550; Mauldin & Jenkins from Atlanta, GA, \$59,500 and Thompson, Price, Scott, Adams & Co, Whiteville, NC, \$ 72,000.

Elliott Davis and Mauldin & Jenkins are both fairly new to governmental auditing in North Carolina but are certified by the LGC as eligible firms. TPSA has been auditing NC counties for more than 50 years.

Finance has had lengthy conversations with the new firms and feel either would be a good fit for Halifax County. It is our recommendation to award the FYE 6-30-18 audit contract to M&J for \$59,550.

**ATTACHMENTS:**

Description

▢ FY 19 Halifax County Audit

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**TOTAL COST:**\$59,550

**COUNTY COST:**\$59,550

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**REQUEST:** Award the 6-30-19 audit contract to Mauldin & Jenkins

The	Governing Board
	Board of Commissioners
of	Primary Government Unit
	Halifax County
and	Discretely Presented Component Unit (DPCU) (if applicable)

*Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)*

and	Auditor Name
	Mauldin & Jenkins, PLLC
	Auditor Address
	200 Galleria Parkway, Suite 1700 Atlanta, Georgia 30339

*Hereinafter referred to as Auditor*

for	Fiscal Year Ending	Audit Report Due Date
	06/30/19	10/31/19

*Must be within four months of FYE*

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

**County and Multi-County Health Departments:** The Office of State Auditor will require Auditors of these Governmental Units to perform agreed upon procedures (AUPs) on eligibility determination on certain programs. Both Auditor and Governmental Unit agree that Auditor shall complete and report on these AUPs on

eligibility determination as required by OSA and in accordance with the instructions and timeline provided by OSA.

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 12).

10. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

12. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

13. The Auditor shall submit the report of audit in PDF format to LGC Staff when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

If the OSA designates certain programs to be audited as major programs, as discussed in Item 2, a turnaround document and a representation letter addressed to the OSA shall be submitted to LGC Staff.

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

15. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 26 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

17. Special provisions should be limited. Please list any special provisions in an attachment.

See attached Engagement Letter
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18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

19. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

20. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

21. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

22. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

23. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

24. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

25. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

26. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

Number 25 above, because the Auditor does not have 25 or more employees in the State of North Carolina.

27. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.

28. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

**FEES FOR AUDIT SERVICES**

For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter, but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8, 9, and 12 for details on other allowable and excluded fees.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year audit fee on file with the LGC, the LGC calculation prevails.

**20 NCAC 03 .0505: All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law.**

**PRIMARY GOVERNMENT FEES**

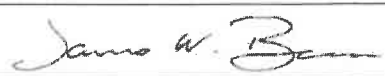
Primary Government Unit	Halifax County
Audit	\$ 56500
Writing Financial Statements	\$ 4000
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval	\$ 45,375.00

**DPCU FEES (if applicable)**

Discretely Presented Component Unit	
Audit	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval	\$

## SIGNATURE PAGE

## AUDIT FIRM

Audit Firm Mauldin & Jenkins, PLLC	
Authorized Firm Representative (typed or printed) James Bence	Signature 
Date 04/30/19	Email Address jbence@mjcpa.com

## GOVERNMENTAL UNIT

Governmental Unit Halifax County	
Date Primary Government Unit Governing Board Approved Audit Contract (Ref: G.S. 159-34(a) or G.S. 115C-447(a)) <b>May 20, 2019</b>	
Mayor/Chairperson (typed or printed) <b>Vernon J. Bryant, Chair</b>	Signature
Date <b>May 20, 2019</b>	Email Address <b>bryantv@halifaxnc.com</b>

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

## GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

(Pre-audit certificate not required for charter schools)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

Primary Governmental Unit Finance Officer (typed or printed) <b>Mary W. Duncan</b>	Signature
Date of Pre-Audit Certificate <b>May 20, 2019</b>	Email Address <b>duncanm@halifaxnc.com</b>



**SIGNATURE PAGE – DPCU**  
(complete only if applicable)

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU	
Date DPCU Governing Board Approved Audit Contract (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

**DPCU – PRE-AUDIT CERTIFICATE**  
(Pre-audit certificate not required for charter schools)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address

Remember to print this form, and obtain all  
required signatures prior to submission.

**PRINT**



## **Report on the Firm's System of Quality Control**

To the Shareholders of Mauldin & Jenkins, LLC  
and the National Peer Review Committee:

We have reviewed the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC (the firm), applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA, and examinations of service organization's SOC 1 and SOC 2 engagements.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

## Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Mauldin & Jenkins, LLC has received a peer review rating of *pass*.

*PBMares, LLP*

PBMares, LLP  
October 30, 2017



April 30, 2019

The Board of County Commissioners and  
Tony Brown, County Manager  
Halifax County, North Carolina  
10 North King Street  
Halifax, North Carolina 27839

Attn: Mary Duncan, Finance Director, and Tony Brown, County Manager

We are pleased to confirm our understanding of the services we are to provide Halifax County, North Carolina (the County) for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Halifax County, North Carolina as of and for the year then ended. These statements will include the budgetary comparison information for the General Fund. We will obtain and place reliance on the report of other auditors for the Halifax County ABC Board, a discretely presented component unit of the County. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis (MD&A).
2. Local Governmental Employees' Retirement System Schedule of County's Proportionate Share of the Net Pension Liability.
3. Local Governmental Employees' Retirement System Schedule of County Contributions – Pension Plan.
4. Register of Deeds' Supplemental Pension Fund Schedule of County's Proportionate Share of the Net Pension Liability.

5. Register of Deeds' Supplemental Pension Fund Schedule of County Contributions – Pension Plan.
6. Other Post-Employment Benefits Schedule of Changes in the Net OPEB Liability and Related Ratios.
7. Other Post-Employment Benefits Schedule of County Contributions.
8. Law Enforcement Officers' Special Separation Allowance Schedule of Changes in the Total Pension Liability and Related Ratios.

We have also been engaged to report on supplementary information other than RSI that accompanies the County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal and state awards.
2. Combining and individual fund statements.
3. Supplemental ad valorem tax schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, we have no responsibility for determining whether such other information is properly stated, and our auditor's report will not provide an opinion or any assurance on that other information:

1. Introductory section
2. Statistical section

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost*

*Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) as well as the State Single Audit Implementation Act.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance; and the State Single Audit Implementation Act, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance and the State Single Audit Implementation Act, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Members of the Board of Commissioners for Halifax County, North Carolina. We will make reference to other auditor's report on the Halifax County ABC Board in our report on your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

### **Management Responsibilities**

Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein.

Management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and

regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. You are also responsible for coordinating our access to information relevant to the preparation and fair presentation of the financial statements of component units which may include discussions with component unit management and their auditors.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and to prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review subsequent to the start of fieldwork.

You are responsible for identifying all federal and state awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received) in conformity with the Uniform Guidance and the State Single Audit Implementation Act. You agree to include our report on the schedule of expenditures of federal and state awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and

state awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and state awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal and state awards no later than the date the schedule of expenditures of federal and state awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance and the State Single Audit Implementation Act; (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance and State Single Audit Implementation Act; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to an exempt offering document with which Mauldin & Jenkins is not involved, you agree to clearly indicate in the exempt offering document that Mauldin & Jenkins is not involved with the contents of such offering document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.



With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and state awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and state awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal and state awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

We plan to obtain and place reliance on the report of other auditors for the Halifax County ABC Board, a discretely presented component unit of the County, assuming that our communications with the other auditors and review of their audit report and the financial statements of the Halifax County ABC Board provide sufficient and appropriate audit evidence on which to base our overall opinion on the aggregate discretely presented component units.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance and the State Single Audit Implementation Act, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Halifax County, North Carolina's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance

and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and the State Single Audit Implementation Act requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal and state awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* and the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, for the types of compliance requirements that could have a direct and material effect on each of Halifax County's major programs. The purpose of these procedures will be to express an opinion on Halifax County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

#### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal and state awards, and related notes of the County in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal and state awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

#### **Audit Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to Halifax County, North Carolina; however, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mauldin & Jenkins and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be

requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mauldin & Jenkins personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulatory body. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately September 3, 2019 and to issue our reports no later than October 31, 2019. James Bence is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be \$60,500 for the year ended June 30, 2019. Our hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. The above fees are based on anticipated cooperation from your personnel (including complete and timely receipt by us of the information on the respective client participation listings to be prepared annually) and the assumption that unexpected circumstances (including scope changes) will not be encountered during the audit. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, arbitration, or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

Halifax County - 2019 Engagement Letter  
April 30, 2019  
Page 10

We appreciate the opportunity to be of service to Halifax County, North Carolina and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

MAULDIN & JENKINS, LLC

A handwritten signature in black ink that reads "James W. Bence". The signature is fluid and cursive, with the first name "James" and last name "Bence" being more prominent than the middle initial "W.".

James Bence

**RESPONSE:**

This letter correctly sets forth the understanding of Halifax County, North Carolina.

By: \_\_\_\_\_

Title: Mary W. Duncan, Finance Director



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Tony N. Brown, County Manager

**PRESENTER:** Tony N. Brown, County Manager

**SUBJECT:** FY 2019-2020 Budget Presentation

**DATE:** May 20, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The FY 2019-2020 Budget Presentation will be provided.

**ATTACHMENTS:**

Description

- ▢ FY 2019-2020 Budget Presentation
- ▢ FY 2019-2020 Budget Ordinance

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



May 20, 2019

Honorable Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

Dear Chairman Bryant and Board of Commissioners:

In accordance with the "Local Government Budget & Fiscal Control Act," I am honored to present our comprehensive spending plan for Halifax County Government for the upcoming fiscal year (FY) beginning July 1, 2019 and ending June 30, 2020. Further, it fulfills my obligation to present a balanced fiscal plan to you and the citizens of Halifax County. With your direction, this document represents a continuation of the many important County services we provide in the most cost-effective manner possible with no additional tax burden on our citizens.

Having weathered the recession over the past ten years, Halifax County is in an adequate fiscal position. Our biggest current challenge is investing in our future and the down-payments needed to ensure we prosper as we move forward. These challenges, along with the realities of managing increased expenditure needs with slowly improving revenue streams, will continue to increase pressures on the local property tax base.

Since my tenure began in 2007, Halifax County has met the financial goals necessary to be awarded an A+ bond rating. Additionally, our exceptional Finance Department has been the recipient of the Comprehensive Annual Financial Report (CAFR) award for the past 19 years in a row, which shows the professional level of service we strive to provide to our citizens. I am proud of the wonderful staff in our Finance Department; they are so good at what they do that a neighboring county has used our staff to address problems and implement changes to follow our practices here in Halifax County...Imitation is the best form of flattery.

As we do each year, we begin our process early. Staff began working on this budget in the fall of 2018 analyzing our many operational, service and capital needs. This process included a detailed capital planning process, as well as input from the Board of Commissioners during its retreat in December 2018, which culminated with the Board of Commissioners' direction during our April 2019 Budget Work Sessions. I would like to extend a special thanks to our management team, elected officials, department/agency directors and also our educational partners for their continued dedication to a conservative and fiscally responsible approach in this budget process. As always, this budget strives to meet the Board of Commissioners' mission, which is to *"Provide leadership and support for an effective county government that seeks to enhance the quality of life for all the people of Halifax County."*

We continue to have budget challenges with our ever-increasing expenses and with revenues not keeping pace. However, I do remain positive about the County's overall fiscal and economic outlook, but we will continue to have revenue challenges as we strive to establish plans for our future. We have a 52.10% (\$31,843,736) Fund Balance which is well above the 8% suggested by



the N.C. Local Government Commission. Unfortunately, 98% of Fund Balance is not available for general use (Restricted, Assigned, Committed Expenditures, etc.), thus limiting our cash-on-hand (Unassigned) funds to \$999,804 in addressing any additional needs in this budget. This budget allows us to maintain our basic services, but does not provide for any expansion of services.

This recommended budget was developed in the same successful revenue-based budgeting process we have used for the past 19 years. This revenue-based budget has allowed us to weather economic challenges that have occurred and will continue to occur in the future. Our conservative projections and fiscally responsible approach has allowed Halifax County to maintain a healthy General Fund Balance and prevent the need to impose property tax increases.

Unlike many local governments, we have been able to sustain our operations successfully over the years since the recession with no property tax increase except to cover the debt service on an elementary school. Halifax County has always had challenges in being able to provide services to its citizens while keeping the property tax rate low. Compared to our nearby counties, we have one of the lowest property tax rates and of the ten most distressed (Tier 1) counties in North Carolina, we are tied for the lowest property tax rate as noted by the chart below:

### Top Ten Most Distressed Counties

County	Tax Base Per Capita FY18-19	Latest Reval	Tax Rate 18-19	Tax Rate 17-18	Tax Rate 16-17	Tax Rate 15-16	Tax Rate 14-15	2018-19 Budget	Tier	Rank	Population
Edgecombe	\$ 59,589.00	2017	0.95	0.95	0.95	0.95	0.895	\$57,674,917	1	1	57,000
Robeson	\$ 49,493.00	2018	0.77	0.77	0.77	0.77	0.77	\$153,362,354	1	2	132,606
<b>Halifax</b>	<b>\$ 71,189.00</b>	<b>2015</b>	<b>0.77</b>	<b>0.78</b>	<b>0.78</b>	<b>0.73</b>	<b>0.68</b>	<b>\$43,163,988</b>	<b>1</b>	<b>3</b>	<b>51,766</b>
Scotland	\$ 61,885.00	2011	1.00	1.01	1.02	1.03	1.03	\$28,012,039	1	4	35,093
Bertie	\$ 70,285.00	2012	0.83	0.83	0.83	0.84	0.84	\$38,341,664	1	5	19,244
Washington	\$ 74,294.00	2013	0.855	0.855	0.81	0.79	0.79	\$23,955,181	1	6	12,012
Columbus	\$ 70,267.00	2013	0.805	0.805	0.805	0.805	0.805	\$57,013,510	1	7	55,936
Vance	\$ 57,160.00	2016	0.89	0.89	0.89	0.792	0.792	\$48,156,115	1	8	44,211
Hertford	\$ 62,342.00	2011	0.84	0.84	0.84	0.84	0.84	\$25,363,875	1	9	24,431
Richmond	\$ 73,513.00	2016	0.83	0.79	0.79	0.81	0.81	\$52,957,341	1	10	44,798



## Neighboring Counties

County	Tax Base Per Capita FY18-19	Latest Reval	Tax Rate 18-19	Tax Rate 17-18	Tax Rate 16-17	Tax Rate 15-16	Tax Rate 14-15	2018-19 Budget	Tier	Rank	Population
Bertie	\$ 70,285	2012	0.83	0.83	0.83	0.84	0.84	\$ 38,341,664	1	5	21,282
Edgecombe	\$ 59,589	2017	0.95	0.95	0.95	0.95	0.895	\$ 57,674,917	1	1	57,000
Franklin	\$ 73,938	2018	0.805	0.895	0.925	0.925	0.873	\$ 81,622,504	2	68	67,011
<b>Halifax</b>	<b>\$ 71,189</b>	<b>2015</b>	<b>0.77</b>	<b>0.78</b>	<b>0.78</b>	<b>0.73</b>	<b>0.68</b>	<b>\$ 43,163,988</b>	<b>1</b>	<b>3</b>	<b>51,766</b>
Martin	\$ 78,663	2017	0.79	0.79	0.735	0.735	0.72	\$ 31,893,555	1	12	23,729
Nash	\$ 78,330	2017	0.67	0.67	0.67	0.67	0.67	\$ 93,928,346	1	32	93,919
Northampton	\$ 97,547	2015	0.92	0.92	0.92	0.92	0.92	\$ 32,973,679	1	14	23,200
Warren	\$ 118,138	2017	0.79	0.76	0.71	0.66	0.66	\$ 30,882,258	1	18	21,000

I commend not only the Board of Commissioners on your budget oversight, but also our staff in each department for their ability to adapt to our ever-changing economic situation. Our staff remains committed to providing efficient and effective service to our citizens at the lowest cost to all taxpayers. I continually remind our citizens in my various conversations about our local government, we are taxpayers as well and also wish to keep our tax burden low.

Fortunately, our economy has improved since the recession of 2007, but like many rural areas, we still lag behind the more prosperous urban areas of our state and country. It is a well-documented fact that many counties had a drop in their overall tax base during their last property revaluation, including Halifax County which had an overall average drop in value of 7% in 2015. Despite these economic challenges and slow recovery from the recession, I am happy to report we have maintained all of our essential services at their current levels.

We have experienced growth in some of our major revenue streams. Our year-to-date sales tax revenue has increased 8.5%. I am also proud to state we have maintained our current tax collection rate at 97.4%. Considering the fact Halifax County continues to remain a Tier 1 county along with the never-ending economic challenges we face, this is an amazing feat. Our continued superb collection rate is a credit to the diligent staffs of Doris Hawkins and Shane Lynch in the Tax Office, Sheriff Wes Tripp of the Sheriff's Office and Attorney Glynn Rollins of the Legal Office. The support staff in each of these offices go above and beyond in working with taxpayers in establishing payment plans to aid citizens and minimize hardships. We are not required to do this but we do in order to support our citizens while respecting the challenges they face in their own personal budget situations. I offer my heartfelt thanks for the jobs the staff in each of these departments accomplish every day.



We continue to have positive motion in our economic development efforts. I applaud the Board of Commissioners' forward-thinking and proactive approach in aligning the County to create well-paying jobs in the future. We have experienced growth. With the N.C. Department of Transportation's roadwork in the Roanoke Rapids area, the extension of Premier Boulevard to Highway 125 and of American Legion Road to Premier Boulevard, this will be a prime area for additional growth in the county. Along with support from our Economic Development Commission, its Executive Director and the County Commissioners' positive approach, we are poised to have additional growth in our local economy.

We must continue to aggressively collect taxes and exercise conservative fiscal discipline while still maintaining a responsive and customer-focused workforce. To ensure everyone is paying their fair share to support our community needs, the Tax Office will continue its business personal property audits. These audits are being done to elevate our stagnant tax base and to make sure listings are being done properly by our local businesses as well. We must also continue to maintain an active economic development program to expand job opportunities, which provide living wages at a level to support our families in Halifax County.

Based on our sound approach to our budgets each year, the County's financial situation is stable and in line with the requirements dictated by the N.C. Local Government Commission. I am proud that we have had sound budget practices over my last 12 years as your County Manager and over the last 17 years in this office. This budget allocates \$1,048,308 from our Fund Balance to cover additional departmental needs, critical capital needs and also to assist other non-profit requests. This use of Fund Balance is in addition to maintaining the cuts and reductions made by our departments over the last ten fiscal years. Despite the use of Fund Balance, our audited Total Fund Balance as of June 30, 2018 was 52.10%, well above the N.C. Local Government Commission's suggested 8% level.

As required by the State of North Carolina, all counties with multiple graded school districts are required to support each district equally as to local current expense funding based on each district's average daily membership (ADM). Counties must also provide funding for school capital needs. This year's budget provides additional capital funding for our public schools and community college totaling \$786,000 (\$726,000 derived from Article 44 funding and \$60,000 from Halifax County funding). The specific funding amounts are broken down as follows:

<b>Halifax Community College.....</b>	<b>\$186,000</b>
<b>Halifax County Schools .....</b>	<b>\$200,000</b>
<b>Roanoke Rapids Graded School District.....</b>	<b>\$200,000</b>
<b>Weldon City Schools.....</b>	<b>\$200,000</b>

This additional money resulted from sales tax revenues collected and distributed to the County based on G.S. 105-524 (Article 44). The current allocation is the result of collections over the past year. Going forward each fiscal year, the Halifax County Board of Commissioners will determine whether and how to appropriate these Article 44 funds, which are limited to economic development, public education or community college purposes.



All three graded school systems will receive funding based on the supplemental school property rate within their respective districts. The following tax rates are anticipated for each of the school systems:

<b>Halifax County Schools .....</b>	<b>\$.10/\$100 value</b>
<b>Roanoke Rapids Graded School District.....</b>	<b>\$.225/\$100 value</b>
<b>Weldon City Schools.....</b>	<b>\$.20/\$100 value</b>

Because we distribute local sales and use taxes by the *ad valorem* method all three districts receive a portion of these revenues.

Even with continued reductions the County made during the recession, we have been able to maintain our service levels to meet the needs of our citizens; county departments continue to operate in a cost-effective manner. We have had staff reductions in both the Health Department over the years as well as in Public Utilities. One major change occurring with this budget is the discontinuance of our Home Health & Hospice of Halifax County (HHHH). As our community has evolved over the years, so must we in the county government. When HHHH began well over 40 years ago, there were no others providing these services for our community. However over the last 20 years there has been tremendous growth in outside organizations providing these services in a more competitive fashion without the required governmental burdens placed on county employees. HHHH will continue but will be transferred to another entity after completion of a competitive bid process. The staff and I are committed to evaluating our programs and will continue to pursue cost-saving measures to get the biggest bang for our tax dollars.

Halifax County has many capital needs. This budget continues to address our most pressing capital needs by funding, among other things, debt service payments for Enfield-Inborden School, Manning Elementary School, Social Services facility and Water Service Line construction, in addition to the Solid Waste Transfer Station.

Important features of the budget proposal for Halifax County for FY 2019-2020 are as follows:

- ❖ This budget continues County services at efficient and effective levels.
- ❖ This budget does not include a property tax increase.
- ❖ This budget is based on an estimated property tax base of \$3,293,624,396 and a tax collection rate of 97.40%. The tax rate of \$.77 cents per \$100 value will be adequate to support the fiscal year 2019-2020 budget.
- ❖ This budget maintains the current funding for each graded school district at the \$735.76 per pupil amount based on the Average Daily Membership (ADM).



- ❖ To maintain a healthy workforce, this budget continues to provide a competitive benefits package that includes 100% paid premiums for Health Coverage for each full-time employee who participates in the County's Wellness Program.
- ❖ This budget maintains our Longevity Pay Program which is a vital employee retention program to reward our long-term full-time employees.
- ❖ This budget continues our hiring freeze, previous staff reductions and travel restrictions which will remain in effect throughout this budget year.
- ❖ This budget includes money to support both economic development and contingency operations.
- ❖ This budget continues to require employees to use County vehicles, when available, for travel; this policy amounts to a savings of over 60% in travel costs versus paying mileage for use of personal vehicles.
- ❖ This budget funds only critical needs and capital outlay for County departments.
- ❖ This budget provides additional funding to our non-profit community partners in the amount of \$170,500.

Historically we have had difficult budget situations in Halifax County, the past few years of this budget planning process have been especially challenging in playing catchup on addressing needs that have been delayed based on our reduced revenues over the recession years. However, even today, there are unknowns in the areas of lottery revenues, sales tax distributions, allowable 9-1-1 fund expenses, Beer & Wine Tax, Medicaid Transformation, as well as many others that could affect this and upcoming budgets.

This proposed budget shows the County's ability to provide excellent services to its citizens. However, this budget only addresses items of which we, the County, have full control. There will always be the potential for changes from both the Federal and State Government as well as potential changes in the economy. Staff and I will continue to work diligently with the North Carolina Association of County Commissioners (NCACC) and the National Association of Counties (NACo) in communicating our concerns to both our State and Federal Legislators to ensure they are aware of the potential implications of their decisions on Halifax County.

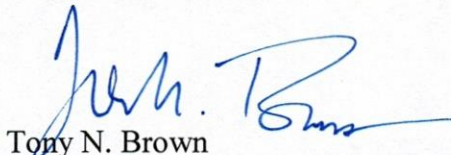
We continue to face employee challenges based on our limited revenues. Unfortunately this year we will be unable to provide any pay increases for employees via a Cost-of-Living Allowance (COLA) or fund our Pay-for-Performance Evaluation Plan. We will continue to make this a priority to provide support for our human capital employees who provide a great service to our citizens. These are both recruitment and retention tools. Higher starting salaries help to hire the best employees possible from our limited talent pool; the Pay-for-Performance plan provides incentive for these employees to remain with Halifax County by acknowledging and rewarding their service to the community. As evidenced by our exit interview data, low salaries were the number one reason employees departed Halifax County.



As required by law, the budget will be available for public inspection in the Clerk to the Board's office and in all five County public libraries for the required ten (10) days. A public hearing will be held on Monday, June 3<sup>rd</sup> at 9:30 a.m. with a final adoption scheduled for Monday, June 17<sup>th</sup> at 9:30 a.m. After the May 20<sup>th</sup> meeting, the proposed budget will be available on the County's website at [www.halifaxnc.com](http://www.halifaxnc.com).

I thank you for the opportunity you have given me to be a public servant to this great community we call Halifax County. I appreciate your support, guidance and encouragement as I and staff continue to grow in our service to our citizens. It continues to be a rewarding experience to work with such dedicated County employees who always amaze me with their ability to do more with less while maintaining their commitment to working hard and serving our Halifax County citizens. I would especially like to thank the strong support that I received from our core Management Team: Deputy County Manager, Dia Denton; Finance Director, Mary Duncan; Human Resources Management Director, Renee Perry; County Attorney, Glynn Rollins, Clerk to the Board/Assistant to the County Manager, Andrea Wiggins and our budget guru, Senior Management Analyst, Ian Bumgarner. These team members are the gas and oil to our Halifax County Government engine. I also want to additionally thank all our employees with their can-do attitude. Knowing our challenges, our employees do have an efficiency mindset and continue to look for ways to improve while still providing a phenomenal level of service; this strong sense of public service is proven to me daily in my interactions with all of our great employees. It is always my desire to provide strong leadership and take a fiscally sound approach to maintaining and improving the quality of life for our citizens. Our goal in Halifax County is to provide a better place to live, work, play and improve life for all of our residents. As has been our catch phrase over the last 10+ years... "Working Together Works" and I'm honored to be a part of a team that practices and lives out the meaning of these words every day. On behalf of our 565 citizen servants, I am honored to present this proposed budget to the Halifax County Board of Commissioners for FY 2019-2020 and stand ready to assist you in continuing to move the County forward.

Respectfully Submitted,



Tony N. Brown  
County Manager

## Fiscal Year 2019-2020 Budget Ordinance

Commissioner \_\_\_\_\_ introduced the following Budget Ordinance, which was seconded by Commissioner \_\_\_\_\_ and adopted.

Whereas, the proposed budget for Fiscal Year 2019-2020 was submitted to the Board of Commissioners on May 20, 2019 by the Halifax County Manager and filed with the Clerk to the Board on that date; and,

Whereas, on June 17, 2019, the Halifax County Board of Commissioners held a public hearing on the budget pursuant to G.S. 159-13.

Be it ordained by the Halifax County Board of Commissioners that for the purpose of financing the operations of Halifax County for the fiscal year beginning July 1, 2019 and ending June 30, 2020, there are hereby appropriated from taxes and other revenue the following amounts:

BE IT ORDAINED by the Board of Commissioners of Halifax County, North Carolina

**Section 1.** The following amounts are hereby appropriated in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the charts of accounts heretofore established for this County:

<b>GENERAL GOVERNMENT</b>	<b>\$ 8,560,002</b>
Cooperative Extension	356,085
County Management	613,539
Elections	296,472
Finance Department	527,400
Governing Body	190,534
Halifax Development Commission	320,285
Human Resources	252,846
Information Technology Services	814,802
Legal Department	274,760
Library	656,772
Natural Resources Conservation	181,411

Operations Department	1,807,718
Planning and Development Services	445,149
Register of Deeds	407,805
Tax Administration	1,414,424
Tax Revaluation	-

<b>HUMAN SERVICES</b>	<b>\$ 8,275,783</b>
Health Department	2,502,677
Cardinal Innovations	319,500
Cardinal Innovations ABC	42,000
Social Services	5,411,606

<b>EDUCATION</b>	<b>\$ 11,221,152</b>
Schools Current Expense	5,612,231
Schools Capital Outlay	4,166,043
Halifax Community College County Current Fund	1,112,851
Halifax Community College Other CE-Inst Support	75,000
Halifax Community College Plant Fund	255,027

<b>PUBLIC SAFETY</b>	<b>\$ 12,445,439</b>
Central Communications	869,124
Emergency Management	101,178
Emergency Medical Services	2,913,369
Jail Department	3,136,472
Sheriff's Department	5,261,137
Fire Departments Donations	79,000
Judicial Services	25,159
Medical Examiner	60,000

<b>OTHER SERVICES</b>	<b>\$ 3,180,170</b>
Student Incentive	90,788
Juvenile Crime Prevention	187,846
Boards and Commissions	7,348
Outside Funding Recipients	70,500

Home & Community Care Block Grant	292,174
Economic Development Incentive Program	-
Tourism	3,600
Council on Aging	16,575
Aging Coordinator	75,460
Veterans	60,061
Farmers Market	4,500
Insurance	247,556
NC Forestry Service	100,000
Transfer/Support Services	2,023,762

Notwithstanding the appropriation for "Outside Funding Recipients", if it is determined that there is no statutory authority for the county to engage in the activity funded for the outside funding recipient, or that the funding of such activity is not authorized by law, then such appropriation shall be void. All outside funding recipients shall execute a grant agreement with the County before funding is received.

**TOTAL APPROPRIATION** **\$ 43,682,546**

**Section 2.** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

<b>AD VALOREM TAXES</b>	<b>\$ 25,373,000</b>
Taxes Ad Valorem	24,700,000
Prior Years Taxes	450,000
Late Payment Interest	195,000
Gross Tax Receipts	28,000

<b>OTHER TAXES AND LICENSES</b>	<b>\$ 13,388,700</b>
1 Cent Sales Tax	2,800,000
1/2 Cent Sales Tax (Art. 40)	2,570,000
1/2 Cent Sales Tax (Art. 42)	2,000,000
1/2 Cent Sales Tax (Art. 44*524)	530,000

Local 1/4 Cent Sales Tax (Art. 46)	1,300,000
Register of Deeds	278,500
ABC	292,000
Privilege Schedule B	3,200
Occupancy Taxes - Administration	800,000
Motor Vehicle Tax	2,815,000

<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$ 506,000</b>
Facility Fees	65,000
Telecable Franchise Tax	85,000
Reimbursement from State-DWI	6,000
Municipal Tax and Fee Collections	350,000

<b>PERMITS AND FEES</b>	<b>\$ 750,550</b>
Building Inspection Fees	150,000
Credit Card Fees	13,000
Elections Revenue/Filing Fees	27,500
Sheriff's Fees	46,500
ID Card Replacement	50
Civil Fees	55,000
Jail Canteen	30,000
Inmate Sick Call Fees	-
Misdemeanant Program	9,000
Officer Fees	13,000
Fines & Forfeitures	175,000
Jail Fees	32,000
Tax Administration - Maps	1,600
Handgun Processing - Sheriff	22,000
Handgun Fingerprint Fees	2,400
Camp Fees	16,000
Attorney Fees	87,500
Tax Advertising Fees	70,000

<b>MISCELLANEOUS REVENUE</b>	<b>\$</b>	<b>1,651,605</b>	<b><u>TOTAL REVENUES</u></b>	<b><u>\$ 43,682,546</u></b>
Concession Machines		50		
Magistrate Rent		2,100		
Other Rents		141,043		
Interest on Investments		300,000		
Library		108,223		
Economic/Physical Development		23,600		
Miscellaneous Revenue		144,650		
Jail PayTel Communications		36,000		
Fire - Loan		6,000		
Social Services/Weldon Middle Sewer Pump		-		
Halifax County Schools SRO		301,084		
Donations - Sheriff		1,500		
Public Utilities - Water Indirect Cost		123,680		
Public Utilities - Solid Waste Indirect Cost		131,130		
Public Utilities - Solid Waste Monofill Indirect Cost		5,385		
Tourism		3,600		
QSCB Debt Pmt Federal Reimbursement		116,160		
RVCC/EDC/TDA Maint Account		5,400		
Lottery Funds - Manning Elem Debt Pmt		200,000		
Meals on Wheels Donations		2,000		
<b>HUMAN SERVICES</b>	<b>\$</b>	<b>2,000</b>		
Veterans Administration		2,000		
<b>GRANTS</b>	<b>\$</b>	<b>581,197</b>		
Student Incentive		90,788		
Youth Services-DJJDP		187,846		
Home & Community Care Block Grant		302,563		
<b>TRANSFER FROM OTHER FUNDS</b>	<b>\$</b>	<b>375,000</b>		
<b>FUND BALANCE</b>	<b>\$</b>	<b>1,054,494</b>		



**Section 3.** The following amounts are hereby appropriated in the **Reassessment Fund** for the future revaluation of property in Halifax County during the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

<b><u>TOTAL APPROPRIATIONS</u></b>	<b>\$ <u>50,000</u></b>
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**Section 4.** It is estimated that the following revenues will be available to the **Reassessment Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer General Fund	\$ 50,000
Fund Balance	-

<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>\$ <u>50,000</u></b>
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**Section 5.** The following amounts are hereby appropriated for **Unemployment Insurance** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$ 25,000
Transfer General Fund	375,000

<b><u>TOTAL APPROPRIATIONS</u></b>	<b>\$ <u>400,000</u></b>
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**Section 6.** It is estimated that the following revenues will be available for **Unemployment Insurance** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Interest Earned	\$ -
Transfer General Fund	244,825
Fund Balance	155,175

<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>\$ <u>400,000</u></b>
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**Section 7.** The following amounts are hereby appropriated for the **Drug Enforcement Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Miscellaneous Expenditures	\$ 200
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<b><u>TOTAL APPROPRIATIONS</u></b>	<b>\$ <u>200</u></b>
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**Section 8.** It is estimated that the following revenues will be available for the **Drug Enforcement Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fund Balance	\$ 200
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<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>\$ <u>200</u></b>
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**Section 9.** The following amounts are hereby appropriated for the **Drug Task Force Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established by this county:

Supplies and Materials	\$ 17,000
Tools and Equipment	1,000

<b><u>TOTAL APPROPRIATIONS</u></b>	<b>\$ <u>18,000</u></b>
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**Section 10.** It is estimated that the following revenues will be available for the **Drug Task Force Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fund Balance	\$ 18,000
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<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>\$ <u>18,000</u></b>
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**Section 11.** The following amounts are hereby appropriated for the **Controlled Substance Tax Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Supplies and Materials	\$ 5,000
Capital Outlay	20,000
Travel/Training	2,000
Other Expense	5,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 32,000</u></b>

**Section 12.** It is estimated that the following revenues will be available for the **Controlled Substance Tax Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

State Funds	\$ 7,000
Interest Earned	-
Fund Balance	25,000
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b><u>\$ 32,000</u></b>

**Section 13.** The following amounts are hereby appropriated for the **Federal Asset Forfeiture Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Supplies	\$ 20,000
Capital Outlay	80,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 100,000</u></b>

**Section 14.** It is estimated that the following revenues will be available for the **Federal Asset Forfeiture Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Federal Funds	\$ -
Fund Balance	100,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 100,000</u></b>

**Section 15.** The following amounts are hereby appropriated for the **Emergency Telephone System** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Telephone Expenses	\$ 55,000
Service Contracts	155,000
Recurring Charges	-
Employee Training	35,000
Expenses	10,000
Capital Outlay	59,530
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 314,530</u></b>

**Section 16.** It is estimated that the following revenues will be available for the **Emergency Telephone System** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Wireless Funds	\$ 314,530
Fund Balance	-
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 314,530</u></b>

**Section 17.** The following amounts are hereby appropriated for the **Health Insurance Fund** for the fiscal year beginning July 1, 2019 and ending

June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$ 5,200,000
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<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 5,200,000</u></b>
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**Section 18.** It is estimated that the following revenues will be available for the **Health Insurance Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Revenue	\$ 5,200,000
Interest Earned	-
Fund Balance	-

<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b><u>\$ 5,200,000</u></b>
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**Section 19.** The following amounts are hereby appropriated for the **Solid Waste Collection Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 442,286
Supplies	2,292,253
Capital Outlay	74,100

<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 2,808,639</u></b>
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**Section 20.** It is estimated that the following revenues will be available for the **Solid Waste Disposal Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

HH SW Fee	\$ 1,796,982
Availability Fees	996,657

Other Revenues	15,000
Fund Balance	-

<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 2,808,639</u></b>
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**Section 21.** The following amounts are hereby appropriated for the **White Goods Disposal Fund** operation for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Engineering Services	\$ 10,000
Fees	-

<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 10,000</u></b>
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**Section 22.** It is estimated that the following revenues will be available for the **White Goods Disposal Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Privilege Tax	\$ -
Fund Balance	10,000

<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 10,000</u></b>
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**Section 23.** The following amounts are hereby appropriated for the **Solid Waste Disposal/Transfer Station Fund** operation for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 128,709
Supplies	239,084
Collection and Hauling	744,420
Debt Service	189,840
Ash Monofill Expense	32,685

SW Landfill Closure	50,000
Capital Outlay	122,000

**TOTAL APPROPRIATIONS** **\$ 1,506,738**

**Section 24.** It is estimated that the following revenues will be available for the **Solid Waste Disposal/Transfer Station Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

SW Landfill Closure	\$ 50,000
Tipping Fees	608,431
Int & SW Disposal Tax	50,000
Availability Fees	758,622
Fund Balance	39,685

**TOTAL ESTIMATED REVENUE** **\$ 1,506,738**

**Section 25.** The following amounts are hereby appropriated for the **Solid Waste Electronics Management Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Recycling Disposal Fee	\$ 10,000
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**TOTAL APPROPRIATIONS** **\$ 10,000**

**Section 26.** It is estimated that the following revenues will be available for the **Solid Waste Electronic Management Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

SW Electronics Management	\$ 3,000
Fund Balance	7,000

**TOTAL ESTIMATED REVENUES** **\$ 10,000**

**Section 27.** The following amounts are hereby appropriated for the **Tire Disposal Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Fees	\$ 80,000
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**TOTAL APPROPRIATIONS** **\$ 80,000**

**Section 28.** It is estimated that the following revenues will be available for the **Tire Disposal Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Sales Tax	\$ 65,000
Scrap Tire Grant	15,000
Fund Balance	-

**TOTAL ESTIMATED REVENUES** **\$ 80,000**

**Section 29.** The following amounts are hereby appropriated for the **Water Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 774,106
Supplies	501,280
Services	1,098,550
Water Purchases	2,160,688
Capital Outlay	158,400
Debt Service	1,610,842

**TOTAL APPROPRIATIONS** **\$ 6,303,866**

**Section 30.** It is estimated that the following revenues will be available for the **Water Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Other Operating Revenues	\$ 280,000
Water Sales	5,756,366
Fees	265,000
Interest	2,500
Fund Balance	-

**TOTAL ESTIMATED REVENUE** **\$ 6,303,866**

**Section 31.** The following amounts are hereby appropriated for the **Phase XI Water Revenue Bonds - Debt Service Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Revenue Bonds	\$ 49,000
Revenue Bond Interest	49,080
Bank Service Charges	100

**TOTAL APPROPRIATIONS** **\$ 98,180**

**Section 32.** It is estimated that the following revenues will be available for the **Phase XI Water Revenue Bonds - Debt Service Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer - Water and Sewer Fund	\$ 98,080
Interest Earned	100

**TOTAL ESTIMATED REVENUES** **\$ 98,180**

**Section 33.** The following amounts are hereby appropriated for the **Law Enforcement Separation Fund** for the fiscal year beginning July 1, 2019 and

ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 130,000
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**TOTAL APPROPRIATIONS** **\$ 130,000**

**Section 34.** It is estimated that the following revenues will be available for the **Law Enforcement Separation Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer General Fund	\$ 130,000
Interest Earned	-
Fund Balance	-

**TOTAL ESTIMATED REVENUES** **\$ 130,000**

**Section 35.** The following amounts are hereby appropriated for the **Public School Building Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$ 87,000
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**TOTAL APPROPRIATIONS** **\$ 87,000**

**Section 36.** It is estimated that the following revenues will be available for the **Public School Building Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Interest Earned	\$ -
Fund Balance	87,000

**TOTAL ESTIMATED REVENUES** **\$ 87,000**

**Section 37.** The following amounts are hereby appropriated for the **Health Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 5,077,059
Operational Expenses	1,978,533
Capital Outlay	138,944

**TOTAL APPROPRIATIONS** **\$ 7,194,536**

**Section 38.** It is estimated that the following revenues will be available for the **Health Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

County Appropriation	\$ 2,502,677
Home Health and Hospice Fund Balance	-
State Grants	1,410,921
Fees/Donations	282,564
Health Fund Balance	577,634
Home Health - Medicaid, Medicare Ins.	1,367,430
Hospice Donations - United Way/Private Ensure	23,513
Medicare, Medicaid	566,847
Other	462,950

**TOTAL ESTIMATED REVENUES** **\$ 7,194,536**

**Section 39.** The following amounts are hereby appropriated for the **Department of Social Services Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

General Administration	\$ 11,020,558
Purchased Services	2,805,842

Medicaid/Special Assistance	915,000
Foster Care/Adoption	449,222
Crisis	427,800
Blind Services	7,406
LIEAP Program	422,561

**TOTAL APPROPRIATIONS** **\$ 16,048,389**

**Section 40.** It is estimated that the following revenues will be available for the **Department of Social Services Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

General Administration/Purchased Services	\$ 9,622,180
Foster Care/Adoption	138,085
IV-D Incentive Returns	78,039
CAP/Medicaid Case Management	364,050
Twin Co./Hospital	11,868
General Fund Appropriation	5,411,606
LIEAP Program	422,561

**TOTAL ESTIMATED REVENUES** **\$ 16,048,389**

**Section 41.** The following amounts are hereby appropriated for the **Cooperative Extension Agent Program/County Extension/4-H Account** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

CoOp Agent Program Expenses	\$ 800
County Extension Expenses	1,000
4-H Account Expenses	1,500

**TOTAL APPROPRIATIONS** **\$ 3,300**

**Section 42.** It is estimated that the following revenues will be available for the **Cooperative Extension Agent Program/County Extension/4-H Account** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fees	\$ 1,300
Donations	500
4-H Livestock	1,000
Other Revenues	500

**TOTAL ESTIMATED REVENUES** **\$ 3,300**

**Section 43.** The following amounts are hereby appropriated for the **Emergency Medical Services Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 4,608,548
Operating Expenses	695,076
Debt Service	83,518
Transfer General Fund-Performance Evaluations	-
Capital Outlay	491,000

**TOTAL APPROPRIATIONS** **\$ 5,878,142**

**Section 44.** It is estimated that the following revenues will be available for the operations of **Emergency Medical Services** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Emergency Medical Services	\$ 2,443,324
Cost Reporting Revenue	400,000
Warren County Appropriation	107,449
Transfer General Fund	2,913,369
Halifax Fire District Contract	4,000
Debt Setoff Collections	10,000

Fund Balance -

**TOTAL ESTIMATED REVENUES** **\$ 5,878,142**

**Section 45.** The following amounts are hereby appropriated for the operations of **Central Communications** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 1,264,137
Operating Expenses	121,934
Capital Outlay	6,400

**TOTAL APPROPRIATIONS** **\$ 1,392,471**

**Section 46.** It is estimated that the following revenues will be available for the operations of **Central Communications** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

City of Roanoke Rapids Contribution	\$ 345,186
Town of Scotland Neck Contribution	44,540
Town of Weldon Contribution	41,756
Town of Enfield Contribution	75,162
Town of Littleton Contribution	16,703
Town of Hobgood Contribution	-
Transfer General Fund	869,124

**TOTAL ESTIMATED REVENUES** **\$ 1,392,471**

**Section 47.** The following amounts are hereby appropriated for the **Fire District Funds** for the operation of fire protection services for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Davie Fire District	\$ 406,500
Darlington Fire District	81,500
Rheasville Fire District	187,900
Thelma Fire District	15
Tillery Fire District	29,000
Littleton Fire District	258,600
Arcola Fire District	48,650
Enfield Fire District	255,200
Halifax Fire District	106,250
Hobgood Fire District	26,400
Scotland Neck Fire District	106,150
Weldon Fire District	125,100

**TOTAL APPROPRIATIONS** **\$ 1,631,265**

**Section 48.** It is estimated that the following revenues will be available for the **Fire District Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Tax Revenues	\$ 1,377,115
Sales Tax	254,150

**TOTAL ESTIMATED REVENUES** **\$ 1,631,265**

**Section 49.** The following amounts are hereby appropriated for the **Tax Agency Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Town of Littleton Tax Payments	\$ 257,000
City of Roanoke Rapids Tax Payments	8,737,000
Town of Weldon Tax Payments	725,000
Town of Scotland Neck Tax Payments	600,000
Town of Enfield Tax Payments	558,000
Town of Hobgood Tax Payments	58,000

Town of Halifax Tax Payments	78,000
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**TOTAL APPROPRIATIONS** **\$ 11,013,000**

**Section 50.** It is estimated that the following revenues will be available for the **Tax Agency Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Town of Littleton Tax Collections	\$ 257,000
City of Roanoke Rapids Tax Collections	8,737,000
Town of Weldon Tax Collections	725,000
Town of Scotland Neck Tax Collections	600,000
Town of Enfield Tax Collections	558,000
Town of Hobgood Tax Collections	58,000
Town of Halifax Tax Collections	78,000

**TOTAL ESTIMATED REVENUES** **\$ 11,013,000**

**Section 51.** There is hereby levied a tax at the rate of seventy-two cents (\$0.72) per one hundred dollars (\$100) valuation of property listed as of January 1, 2019, for the purpose of raising revenue included in "Ad Valorem Taxes - Current Year" in the General Fund in Section 2 of this ordinance.

This rate of tax is based on the estimated total valuation of property for the purpose of taxation of \$3,293,624,396 with an estimated collection rate of 97.40%.

**Section 52.** Pursuant to G.S. 153A-149(b)(7), there is hereby levied a tax at the rate of five cents (\$0.05) per one hundred dollars (\$100) valuation of property listed as of January 1, 2019, for the purpose of raising revenue for the repayment of debt incurred by the County pursuant to an Installment Financing Contract dated May 26, 2016, to finance the construction of a new elementary school to replace Manning Elementary School. The County shall cause all such revenues received under this levy to be deposited to the credit of the General Fund of the County, but to be disbursed only for said debt repayment. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of



\$3,293,624,396 with an estimated collection rate of 97.40%.

**Section 53.** Pursuant to G.S. 115C-511, there is hereby a levied tax at the rate of twenty cents (\$0.20) per one hundred dollars (\$100) valuation of property listed for the taxes as of January 1, 2019, located within the Weldon-Halifax Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$623,211,925 and an estimated collection rate of 97.40%.

There is hereby appropriated to the Weldon-Halifax Administrative Unit the sum of \$1,214,017 from the proceeds of said tax plus any additional revenue accruing to the Weldon-Halifax Administrative Unit as required by law from Sales Taxes and other sources.

**Section 54.** Pursuant to G.S. 115C-511, there is hereby levied a tax at the rate of ten cents (\$0.10) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2019, located within the Halifax County Schools Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,834,371,510 and an estimated collection rate of 97.40%.

There is hereby appropriated to the Halifax County Schools Administrative Unit the sum of \$1,786,678 from the proceeds of said tax plus any additional revenue accruing to the Halifax County Schools Administrative Unit as required by law from Sales Taxes and other sources.

**Section 55.** The following taxes are hereby levied for the Special Fire Districts shown below. Each rate is per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2019, located within each Fire District. This rate of tax is based on an estimated total valuation of real and personal property for the purposes of taxation of \$1,731,965,383. The rates of tax are based on an estimated collection rate of 97.40%.

There is hereby appropriated to the Fire Districts the sum of \$1,271,764 from the proceeds of said tax plus any additional revenue accruing to the Special Fire Districts as required by law from Sales Taxes and other sources.

TAXING DISTRICT	PROPERTY VALUATION	TAX RATE	REVENUE
Davie	\$ 321,751,101	0.0945	\$ 296,149
Darlington	68,752,730	0.0890	59,599
Rheasville	195,743,986	0.0705	134,412
Tillery	47,606,632	0.0475	22,025
Littleton	390,729,345	0.0534	203,225
Arcola	51,424,934	0.0677	33,909
Enfield	279,909,667	0.0890	242,642
Halifax	117,835,810	0.0728	83,554
Hobgood	29,216,818	0.0685	19,493
Scotland Neck	113,952,594	0.0690	76,583
Weldon	115,041,767	0.0894	100,173

**Section 56.** In accordance with G.S. 115C-429(b) the following appropriations are made to the Halifax County, Weldon City and Roanoke Rapids City School Districts for Current Expenses. Per Pupil ADM allocations for Charter School students residing in Halifax County are included in the three school systems' Current Expense allocations. The budget resolution adopted by those School Districts shall conform to the appropriations set forth in the Budget Ordinance.

**School Appropriations:**

	Halifax County	Roanoke Rapids	Weldon
Total Current Expense	\$ 2,511,473	\$ 2,281,933	\$ 818,825
Total Capital Outlay	538,234	507,320	310,276

- The Capital Outlay amount listed for RRGSD includes the QZAB debt service payment of \$89,500. The Capital Outlay amount also includes QSCB Debt Service for Weldon City Schools of \$58,077 and QSCB Debt Service for RRGSD of \$107,857.
- Additional Capital Outlay items are as follows: Enfield School project

\$1,047,857 and Manning Elementary School project \$1,646,196.

**Section 57.** Additional sales tax revenues distributed to the County pursuant to G.S. 105-524 (Article 44\*524) must be appropriated for economic development, public education or community college purposes. Each fiscal year, the Halifax County Board of Commissioners will determine whether and how to appropriate Article 44\*524 funds that are actually held by the County at the time of adoption of the budget ordinance.

In this budget ordinance, the sum of \$726,000 is appropriated as follows:

Economic Development	\$ -
School Current Expense	-
School Capital Outlay	600,000
Halifax Community College County Current Fund	-
Halifax Community College Plant Fund	126,000

**TOTAL APPROPRIATIONS** **\$ 726,000**

These appropriations are reflected in earlier sections of this budget ordinance.

**Section 58.** Pursuant to Chapter 54, Article III, of the Halifax County Code of Ordinances the collection fee assessed under Sections 54-29(a) shall be \$128.18 per year per dwelling unit, the disposal fee assessed under Section 54-30(a) shall be \$51.59 per year per dwelling unit, and the availability fee assessed under Section 54-31(a) shall be \$42.55 per year per dwelling unit.

**Section 59.** Funds collected from solid waste fees will be credited in accordance with the schedule adopted by the Board of Commissioners.

**Section 60.** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes

should not result in increases in recurring obligations such as salaries.

b. He/she may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He/she must make an official report on such transfers at the next regular meeting of their Board of Commissioners.

c. He/she may neither transfer any amounts between funds nor from any contingency appropriation within any fund, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

**Section 61.** The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Board of Commissioners. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of any fiscal year must be approved by the Board.

**Section 62.** The County Manager is hereby authorized to execute contractual documents under the following conditions:

a. He/she may execute contracts for construction, repair projects or design services requiring the estimated expenditure of \$15,000 or less, provided the amounts are within budgeted appropriations.

b. He/she may execute contracts for 1) purchases of apparatus, supplies, materials, or equipment which are within budgeted appropriations; and 2) services which are within budgeted appropriations.

c. He/she may execute grant agreements to or from public and non-profit organizations which are within budgeted appropriations, unless a grantor organization requires execution by the Board of Commissioners.

**Section 63.** Capital Outlay purchases shall be defined as equipment and physical property, other than land or buildings, having a useful life of more than three (3) years and cost in excess of \$5,000.

**Section 64.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Commissioners, the Budget Officer, the Finance Officer, and the Tax Administrator to be kept on file by them for their direction in the disbursement of funds.

**Section 65.** This 2019-2020 budget includes a ceiling on the maximum number of funded positions by department.

a. This budget provides for the following full-time employee positions:

Board of Elections	2
Cooperative Extension Service	4
County Management	6
Economic Development	3
Emergency Services - Central Communications	21
Emergency Services - Emergency Management	1
Emergency Services - Emergency Medical Services	66
Finance	8
Human Resources Management	5
Information Technology	4
Legal	3
Library	10
Natural Resources Conservation Service	3
Operations	17
Planning and Development	5
Public Health	75
Public Utilities	22
Register of Deeds	6
Sheriff	70
Sheriff - Jail	32
Social Services	175
Tax Administration	20
Tax Revaluation	7
<b>Total Full-Time Positions</b>	<b>565</b>

b. Pursuant to G.S. 128-21(11d) and G.S. 143-166.50(a)(3), the number of full time paid personnel who receive service retirement benefits for law enforcement officers supplemental retirement benefits for law enforcement officers may not exceed the number of law enforcement positions approved by the Halifax County Board of Commissioners. The number of law enforcement positions approved by the Halifax County Board of Commissioners is 71. Subject only to this limitation, the Sheriff may employ such personnel in any position he deems advisable.

c. The County Manager will continue to enforce a hiring freeze as positions come vacant, but may use discretion if a vacant position will negatively impact the revenue generation, work efficiency, or public safety of the County.

Adopted this 17<sup>th</sup> day of June 2019.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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Andrea H. Wiggins  
Clerk to the Board