

AGENDA



Andy Nickelston, Chairman
Ronnie Mendenhall, Vice Chairman
Rick Morris, Commissioner
Jimmy Walker, Commissioner
Jamie Yontz, Commissioner

REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS

Monday, January 13, 2020

1014 MAIN STREET

DANBURY, NC 27016

6:00 PM

Call to Order

Invocation

Pledge of Allegiance

I. Approval of the Agenda

II. Comments - Managers/Commissioners

III. Public Comments

IV. Consent Agenda

- a. Minutes
- b. Budget Amendments

V. Information Agenda

- a. Jail Inspection
- b. Register of Deeds-Update
- c. Sales Tax Referendum Information

VI. Discussion Agenda

- a. Second Amendment Resolution
- b. Tax Administration Monthly Report
- c. Stokes County Community Child Protection and Child Fatality Prevention Report 2019
- d. Sheriff's Department Full Time SRO Request
- e. County Buildings and New Restructuring Request

- f. JCPC Expansion Funds Allocations**
- g. Walnut Cove Green Box Site -Purchase Agreement**
- h. Stokes County Board Fees**
- i. Closed Session Policy and Procedures**
- j. Appointments - Stokes Nursing Home Community Advisory Committee and Stokes Adult Care Home Community Advisory Committee**

VII. Action Agenda

- a. Propane Vehicles -Revised RFP**
- b. Stokes County Health Department - Bad Debt Write Off Request**
- c. VHF System Upgrade Request - Budget Amendment #65**
- d. Architectural/Engineering Services for the Public Works Maintenance/Storage Building**
- e. Board of Health -Appointment Requests**
- f. Department of Social Services Board - Appointment Request**

VIII. Adjournment

*Anyone with a disability(is) who needs an accommodation to participate in this meeting is requested to inform us 48 hours prior to the scheduled time of the affected group meeting

*Attachments may be delivered before or at the time of the meeting

*Times may vary due to times preset for agenda items



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: IV.a.

Minutes

Contact: Shannon Shaver

Summary:

Minutes for Approval:

December 23, 2019 - Regular Meeting Minutes

ATTACHMENTS:

Description	Upload Date	Type
December 23, 2019 Meeting Minutes	12/26/2019	Cover Memo

**STATE OF NORTH
CAROLINA

COUNTY OF STOKES**

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**OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY DECEMBER 23, 2019**

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday December 23, 2019 at 6:00 pm with the following members present:

Board of Commissioners Present: Chairman Andy Nickelston, Vice Chairman Ronnie Mendenhall, Commissioner Rick Morris, and Commissioner Jimmy Walker

Absent: Commissioner Jamie Yontz

County Administration Present: County Manager Jake Oakley, Assistant County Manager/Clerk to the Board Shannon Shaver, Finance Director Julia Edwards, and County Attorney Ty Browder

CALL TO ORDER

Chairman Nickelston called the Regular Meeting of the Board of Commissioners to order.

INVOCATION

Commissioner Morris delivered the Invocation.

PLEDGE OF ALLEGIANCE

Chairman Nickelston lead the Board in the Pledge of Allegiance and invited those in attendance to join.

APPROVAL OF AGENDA

Vice-Chairman Mendenhall moved to to approve the Agenda as presented with the exception of the DSS Board which will be moved to the Action Agenda at the next meeting due to a new application being received and the Board needing time to review, and Commissioner Yontz being absent.

Commissioner Walker seconded the motion. The motion Passed.
Absent: Yontz

COMMENTS - Managers/Commissioners

Commissioner Morris welcomed those in attendance and those watching at home through YouTube and wished everyone a Merry Christmas. Commissioner Morris read a prepared statement as follows:

I would like to address and clarify a couple of items from my recent blog post concerning the renewal of the School Superintendent's employment contract as this subject was brought up at our last meeting. The major purpose of my post was to inform the public that an important issue would be taken up by the Board of Education (BOE) at their next meeting. A well-informed electorate is a major goal of mine for increased government transparency since most people are very busy and often don't have time to track the meeting to meeting activities of their numerous elected boards. With reference to the recent blog post, I don't have anything to add to the question concerning when the Superintendent's evaluation was "technically" completed as it had little to do with the major points I was attempting to make in the post. It was also not questioned until late in the game. The major points that I was attempting to make in the post were:

- 1) Remind the public that BOE elections were now partisan and these elections would now be in play for the upcoming March primary election;
- 2) Given the change from non-partisan to partisan, the public deserved to know before the primary election where each BOE member stood on an important issue like the School Superintendent's employment contract status; and
- 3) I wanted to publicly announce my personal position on our current School Superintendent's performance since I have personally dealt with him one-on-one for several years when I served as county manager.

I feel this blog post was perfectly appropriate as it met my intended purpose for creating the blog which was to make it easy for the Public to keep up on what's happening with their elected governing bodies. I will continue to use it for this purpose to get information out to the citizens that I think they would like to be aware of and I will continue to make it clear that this blog reflects my personal opinion as a board member and a citizen and not the opinions or positions of the entire board of county commissioners.

One of the most interesting pieces of feedback I received from a couple of folks on the blog post was that I needed to mind my own business as a county commissioner and stop meddling in the BOE's business. Sorry folks, not "gonna" happen because the critic's definition of meddling is my definition of required oversight. As a county commissioner I'm one of five who approves and oversees the execution of the county budget. The largest line item in the most recent county budget was approximately \$13 Million of local taxpayer funds provided to the School System to fund their operations. That's about 1/4 of the county's total budget. As I see it, I have a fiduciary responsibility to closely monitor and conduct oversight of the operation and health of the school system because the school system's success directly or indirectly impacts many other facets of county life, business and government. Our commissioner board provides funding to many departments and organizations who are overseen by their own individual boards but that does not relieve us of our oversight responsibilities for those organizations. Let me provide a couple of examples to illustrate my position on required budget oversight that by the way should not be confused with micromanagement of anyone, which I do not endorse.

- 1) If not for direct commissioner involvement and collaboration with the School System the BOE would still be paying \$400K per year instead of about half that amount for internet services and very few if any new unserved and underserved students would have been connected or given a competitive choice for Internet services during the past 4 years.

2) My son in law happens to be a private equity investor. The first thing his team does when acquiring a new company is to evaluate the CEO and senior leadership team and decide if they will stay or go. The school superintendent is likewise critical to the success of the school system for many of the same reasons and that is why I feel my strategic oversight role both as a citizen and county commissioner is very relevant and required. I will not be throwing \$13 Million per year over the fence to any organization the county funds and just check back a year later to see how things went. That would be a dereliction of my duties that are expected of me by those who elected me.

In closing, I would remind everyone that if you have any questions about the information included in my blog please contact me directly instead of complaining to or questioning other commissioners or government officials about its content. They are at a disadvantage answering questions about the blog since they are not involved in its publication. I will be pleased to discuss any aspect of my posts with anyone who desires to do so.

Commissioner Walker welcomed those in attendance and those watching at home and noted that he doesn't use many modern means of communication and that he has never actually read one of Commissioner Morris's blogs. He stated that he has confidence in the School Board in that they can handle the business to do with the schools. He noted that after being out and about he had a moment where he realized that Christmas is not like it used to be and that he prefers the old way that Christmas used to be. Commissioner Walker wished everyone a Merry Christmas and a Happy New Year.

Vice Chairman Mendenhall welcomed those in attendance and those watching at home and noted that he concurred with Commissioner Walker's comments on Christmas. Vice Chairman Mendenhall wished everyone a Merry Christmas and a Happy New Year and noted that this is a special time of year as we celebrate the birth of Jesus Christ.

Chairman Nickelston welcomed those in attendance and those watching at home and wished everyone a Merry Christmas and a Happy New Year.

County Manager Oakley welcomed those in attendance and those watching at home and wished everyone a Merry Christmas and a Happy New Year.

Absent: Yontz

PUBLIC COMMENTS

The following spoke during Public Comments:

Will Carter
152 Carter Farm Road
King, NC 27021

RE: Thanks to the Board

- I want to thank this Board for all they have done this year for my department.
- There are a lot of blessings coming to Stokes County this year, including some that we can't talk about yet.
- There is a lot of negativity going on right now among some people who think we don't do anything up here and I just want to thank the Board for their support.
- I want to wish each of you a Merry Christmas and a Happy New Year.

CONSENT AGENDA

All attachments presented on the Agenda are available in the attachments of the Agenda on the County Website and are available upon request from the Clerk, with the exception of the minutes approved which are located on the County Website under the minutes tab.

Minutes

Budget Amendments

Resolution to Reimburse Ourselves for the Meadows Water Project

Tax Administration Monthly Report-Items for Approval

Vice-Chairman Mendenhall moved to to approve the Consent Agenda as presented.

Commissioner Morris seconded the motion. The motion Passed.

Absent: Yontz

INFORMATION AGENDA

Chairman Nickelston noted that there were no items on the Information Agenda at tonight's meeting.

DISCUSSION AGENDA

Stokes County Health Department - Bad Debt Write Off Request

Health Director Tammy Martin presented the Board with a request from the Stokes County Health Department to write off \$2,293.89 in bad debt and noted that this was a smaller amount than usual.

Chairman Nickelston opened the floor for any discussion/questions/comments.

There was favorable discussion among the Board and with full consensus of the Board this item was moved to the Action Agenda at the next meeting.

Board of Health -Appointment Requests

Health Director Tammy Martin presented the Board with the list of individuals to serve on the Board of Health and requested approval of the list at the next meeting as well as for the Board to set the rate of pay per meeting.

Chairman Nickelston opened the floor for any discussion/questions/comments

Commissioner Morris commented that the DSS and Health Boards had been paid \$30 per meeting in the past and noted that the Board of Commissioners gets paid \$40 per outside meetings and

would like to see these Boards paid the same. He also requested that in the event the position that Pam Tillman currently fills were to be filled that they find a way to keep Pam Tillman due to her vital role to the Health Department. He also asked for clarification on the last four members on the list and if those were non-voting members.

Health Director Tammy Martin noted that Pam Tillman could stay on the Board of Health as a General Public Member but stated that she did not anticipate the Veterinarian position being filled due to lack of interest from those she had inquired with. She also noted that the last four members on the list, which include the County Manager, Health Director, DSS Director, and Recording Secretary were not voting members.

Chairman Nickelston recommended changing all of the Stokes County Board Fees to be the same, such as the Board of Elections, Planning Board, Board of Adjustments, and any others that may need to be changed as well.

Commissioner Walker requested to put this topic off to a future meeting for discussion of the Board Fees as a separate agenda item from the appointments of the Board of Health and DSS Board.

With no further discussion and full consensus of the Board, the request for approval of the Board of Health Members was moved to the Action Agenda at the next meeting.

VHF System Upgrade Request

E-911/Communications Director Del Hall presented the Board with information related to a VHF System Upgrade Request at a cost of \$297,000.00.

Chairman Nickelston opened the floor for any discussion/questions/comments.

Chairman Nickelston concurred with E-911/Communications Director Del Hall that this seemed to be the only option and is mandated by statute.

There was much discussion among the Board on this item and with full consensus of the Board this item was placed on the Action Agenda for the next meeting with a request for Finance Director Julia Edwards to present a Budget Amendment at the next meeting.

Architectural/Engineering Services for the Public Works Maintenance/Storage Building

Support Services Supervisor Glenda Pruitt presented the Board with a request to contract with Peterson and Gordon Architects for the Architectural/Engineering Services for the Public Works Maintenance/Storage Building.

Chairman Nickelston opened the floor for any discussion/questions/comments.

There was favorable discussion among the Board and with full consensus of the Board this item was moved to the Action Agenda at the next meeting.

ACTION AGENDA

Reagan Building Flooring Quotes

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any comments/questions/discussion.

There was discussion among the Board and with full consensus of the Board the Board elected to replace the carpet in the Commissioners Chambers back with carpet while going with vinyl plank flooring as quoted for the rest of the building.

Vice-Chairman Mendenhall moved to to approve the quote from Carpet Connections to replace the flooring in the Ronald Reagan Building and Budget Amendment #56 in the amount of \$67,080.00 with there being some funds left over due to the change to carpet in the Commissioners Chambers.

Commissioner Walker seconded the motion. The motion Passed.

Absent: Yontz

LKC Letter Agreement for Engineering Services

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any comments/questions/discussion.

Vice-Chairman Mendenhall moved to to approve the LKC Letter for Engineering Services and give authorization for the County Manager to sign..

Commissioner Morris seconded the motion. The motion Passed.

Absent: Yontz

Architectural/Engineering Services EMS Station W/C

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any comments/questions/discussion.

Vice-Chairman Mendenhall moved to to approve contracting with Peterson and Gordon Architects for the EMS Station in Walnut Cove.

Commissioner Morris seconded the motion. The motion Passed.

Absent: Yontz

Architectural/Engineering SolidWaste/Scale House

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any comments/questions/discussion.

Vice-Chairman Mendenhall moved to to approve contracting with Peterson and Gordon Architects for the Solid Waste / Scale House.

Commissioner Walker seconded the motion. The motion Passed.

Absent: Yontz

Voting Equipment Resolution

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any comments/questions/discussion.

Commissioner Morris moved to approve that the Stokes County Board of Commissioners shall adopt and acquire the following certified voting equipment pursuant to G.S. 163-165.9(a)(1): Voting Type: Model DS200 Precinct Scanner- 23 (# of units)/ES&S Unity 3.4.1.1 Voting System Vendor: Election Systems & Software Total Cost to County: \$122,165.00 (excluding state and local taxes) with Payment Terms as indicated in sales agreement.

Vice-Chairman Mendenhall seconded the motion. The motion Passed.
Absent: Yontz

Propane Vehicles

Chairman Nickelston entertained a motion on the item presented.

Vice Chairman Mendenhall moved to approve the RFP for converting the additional eight vehicles on the Sheriff's Department.

Commissioner Morris seconded the motion.

Chairman Nickelston opened the floor for any comments/questions/discussion.

After discussion from the Board this item will be updated to reflect the requested changes and brought back to the Board for final approval at the next meeting on the Action Agenda, therefore the motion was not approved.

Absent: Yontz

Adjournment

Vice-Chairman Mendenhall moved to to adjourn the meeting at 7:00 pm with no further business to come before the Board.

Commissioner Morris seconded the motion. The motion Passed.
Absent: Yontz

Shannon Shaver
Clerk to the Board

Andy Nickelston
Chairman



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: IV.b.

Budget Amendments

Contact: Julia E. Edwards

Summary:

ATTACHMENTS:

Description	Upload Date	Type
Budget Amendment #57 #58 #59 #60 #61 #62 #63 #64	1/7/2020	Cover Memo

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Jail			
100.4320.000	Salaries & Wages	\$ 1,055,817.00	\$ 8,750.00	\$ 1,064,567.00
	Emergency Communications			
100.4325.000	Salaries & Wages	\$ 491,688.00	\$ 2,205.00	\$ 493,893.00
	Social Services			
100.5310.000	Salaries & Wages	\$ 2,644,410.00	\$ 13,277.00	\$ 2,657,687.00
	Contingency			
100.9910.100	Leave Contingency	\$ 69,442.00	\$ (24,232.00)	\$ 45,210.00
	Total	\$ 4,261,357.00	\$ -	\$ 4,261,357.00

This budget amendment is justified as follows:

To transfer funds from leave payoff contingency for retired, resigned, terminated and comp time over limit payoff as of 01/03/20.

This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
				\$ -
				\$ -
	TOTALS	\$ -	\$ -	\$ -

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board

N/A
Department Head's Approval

Date

[Signature]
County Manager's Approval

1-3-20
Date

[Signature]
Finance Director's Approval

1/3/20
Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
	Sheriff's Office			
100.4310.022	Salaries & Wages SRO	\$ 184,000.00	\$ 149,999.00	\$ 333,999.00
	Total	\$ 184,000.00	\$ 149,999.00	\$ 333,999.00
	School Current Expense Fund			
112.5911.000	Current Expense	\$ 13,093,003.00	\$ 50,000.00	\$ 13,143,003.00
	Total	\$ 13,093,003.00	\$ 50,000.00	\$ 13,143,003.00

This budget amendment is justified as follows:

To appropriate grant received by the Board of Education for elementary school SRO of \$99,999 match funds for grant \$50,000.

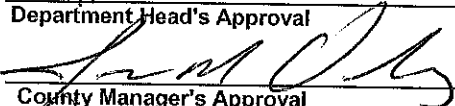
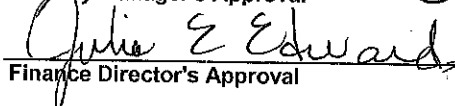
This will result in a net increase of \$199,999.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
100.3431.421	School Resource Officer BOE	\$ 344,178.00	\$ 149,999.00	\$ 494,177.00
	Total	\$ 344,178.00	\$ 149,999.00	\$ 494,177.00
	School Current Expense Fund			
100.3991.000	Fund Balance Appropriated	\$ -	\$ 50,000.00	\$ 50,000.00
	Total	\$ -	\$ 50,000.00	\$ 50,000.00

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020

Verified by the Clerk of the Board

N/A	
Department Head's Approval	Date
	1-3-20
County Manager's Approval	Date
	1/3/20
Finance Director's Approval	Date

Stokes County
Schools

Bryan Taylor <bryan.taylor@stokes.k12.nc.us>

**Comment Added: Stokes County Schools (850) Regular Local School District -
Stokes County - 2020 - Safe Schools - Rev 0 - History Log**

2 messages

NCCCIP.NoReply@egrantsmanagement.com
<NCCCIP.NoReply@egrantsmanagement.com>
To: bryan.taylor@stokes.k12.nc.us

Thu, Dec 12, 2019 at 3:03
PM

4 December 2019

Stokes County Schools

RE: 2019-NC School Safety Grants

On behalf of Superintendent Mark Johnson, it is my pleasure to inform you that the Department of Public Instructions – Center for Safer Schools has approved your application for funding under the FY 2019 NC School Safety Grant Program, please see the award amounts below.

- School Resource Officers 2018-19 (Year 2 Funding) **\$56,000.00** (If applicable)
- School Resource Officers 2019-20 **\$99,999.00** *Match 50,000*
- School Safety Equipment 2019-20 **\$0.00**
- Student in Crisis Services 2019-20 **\$0.00**
- School Safety Training Grants 2019-20 **\$0.00**

Enclosed you will find the Grant Award Conditions document. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, and the resolution of all interim audit findings. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

Karen W. Fairley, Center for Safer Schools at 919.807.3633 or

by email at schoolsafetygrants@dpi.nc.gov

Congratulations, and we look forward to working with you.

Cordially,

NC Department of Public Instruction- Center for Safer Schools

Enclosures: Conditions for NC School Safety Grant Program

Bryan Taylor <bryan.taylor@stokes.k12.nc.us>
To: Brad Rice <brad.rice@stokes.k12.nc.us>

Thu, Dec 12, 2019 at 3:52 PM

FYI

[Quoted text hidden]

--

Bryan W. Taylor, Ed.D.
Assistant Superintendent
Stokes County Schools

Julia Edwards

From: Lanette Moore <lanette.moore@stokes.k12.nc.us>
Sent: Thursday, January 2, 2020 10:16 AM
To: Julia Edwards
Subject: NC School Safety Grant Program

CAUTION: This email originated from outside of the County Network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The school system has received approval of the NC School Safety Grant in the amount of \$99,999.00 for school resource officers for elementary and middle schools. This grant requires a match on the basis of \$2.00 in State Funds for every \$1.00 Non-State Funds. The school system will be required to report proof of the match.

Please see the attachment for additional information. Let me know if you need additional information.

Thank you.

--

Lanette A. Moore
Executive Director of Finance
Stokes County Schools
P.O. Box 50
Danbury, NC 27016

lanette.moore@stokes.k12.nc.us

(336)593-8146 ext.221
fax (336)593-2319

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Stokes County
Schools

Bryan Taylor <bryan.taylor@stokes.k12.nc.us>

NC School Safety Grant Programs

1 message

Karen Everett <Karen.Everett@dpi.nc.gov>

Thu, Dec 19, 2019 at 1:06 PM

Again, congratulations on receiving monies from the NC School Safety Grant Program. The new program administrator Karen W. Fairley, JD. is working diligently to make this process with the minimal amount of work for the districts. Unfortunately, you may have already received and signed a Conditions for NC School Safety Grant Program form. If so, my apologies but there had to be some corrections done and we are now attaching the revised version. Please have your authorizing official complete the form and return it to schoolsafetygrants@dpi.nc.gov. Thank you for all that you do for the children of NC and if you have any questions or concerns, please feel free to contact us.

Please have in before you go on your holiday break. Thank you again,

Karen

Karen L. Everett

School Climate Advisor

Center for Safer Schools

Department of Public Instruction

O: 919.807.3494

Visit us on the web at <https://dpi.nc.gov>. All e-mail correspondence to and from this address is subject to the North Carolina Public Records Law, which may result in monitoring and disclosure to third parties, including law enforcement.

Visit us on the web at <https://dpi.nc.gov>. All e-mail correspondence to and from this address is subject to the North Carolina Public Records Law, which may result in monitoring and disclosure to third parties, including law enforcement.

**Conditions of School Safety Grants 2019-20.pdf**

49K

Conditions for NC School Safety Grant Program

NC Department of Public Instructions- Center for Safer Schools

Match Requirements

If you receive a grant for a SRO, this grant requires a match on the basis of two dollars (\$2.00) in State funds for every one dollar (\$1.00) in non-State funds., please ensure that you provide this office with proof of said match within (10) ten business days after receipt of this award letter. Also, SRO match documentation will be required at reporting. Please note SRO funding can only be used for elementary and middle school per *NCGS House Bill 75 / SL 2019-222*

PART III. SCHOOL SAFETY GRANTS PROGRAMS

SECTION 3.1 (e) Award of Funds. -- From funds made available for grants for school resource officers, the Superintendent of Public Instruction shall award grants to qualifying public school units for school resource officers in **elementary and middle schools**, as follows...

Working with Community Partners

If you are working with a community partner, please ensure that you collect and maintain all financial documents related to your NC School Safety Grants funded project. Documentation includes (but not exhaustive) EIN, DUNS and MOUs with the community partner organizations.

Travel

Out-of-state travel is prohibited with this funding. If your organization does not have an "in-state" travel policy, you may follow the state of North Carolina's Travel Policy and the IRS rate for ground travel. please refer to OSBM's <https://www.osbm.nc.gov/budman5-travel-policies> policy on travel. Your travel policy must not exceed the allowable State rate effective July 1, 2019 allowances for mileage and per diem. The IRS rate for ground travel is \$.58 cents/mile, beginning January 1, 2019. State rates for lodging: \$75.10 per night for in-state lodging. State rates for meals: \$39.40 per day for in-state meals.

Conditions for NC School Safety Grant Program
NC Department of Public Instructions- Center for Safer Schools

Reporting Requirements

The first report will be due on Wednesday 4 March 2020 at 5:00 pm (EST).
Instructions and reporting questions will be sent no later than Friday 17 January 2020.

**Please note that all monies must be encumbered on or before 30 June 2020.
Exceptions cannot be made.**

Please have your authorizing official sign below to indicate that you understand the above and agree to the terms and return it via email to schoolsafetygrants@dpi.nc.gov.

Authorizing Official Name and Title

Date of Signature

Printed Name of Authorizing Official

LEA Name & Number

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Social Services			
100.5310.440	Misc Contractual Services	\$ 15,000.00	\$ 20,000.00	\$ 35,000.00
100.5410.002	Tanf Emergency Assistance	120,000.00	(20,000.00)	100,000.00
		-	-	-
	TOTALS	\$ 135,000.00	\$ -	\$ 135,000.00

This budget amendment is justified as follows:

To transfer funds for increase in contractual services for IV-E/MOE eligible clients.

This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
		\$ -	\$ -	\$ -
	TOTALS	\$ -	\$ -	\$ -

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 20 20

Verified by the Clerk of the Board

Stacey S. Elmer
Department Head's Approval

12/31/19
Date

[Signature]
County Manager's Approval

1-2-20
Date

Julie E. Edwards
Finance Director's Approval

1/2/20
Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Sheriff's Office			
100.4310.351	Maint. & Repairs Auto	\$ 101,940.00	\$ 4,576.00	\$ 106,516.00
		<u>\$ 101,940.00</u>	<u>\$ 4,576.00</u>	<u>\$ 106,516.00</u>

This budget amendment is justified as follows:

To appropriation funds from insurance claim for vehicle accident.

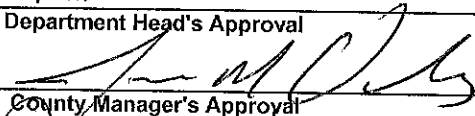
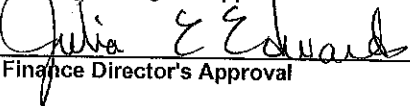
This will result in a net increase of \$4,576.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	GENERAL FUND			
100.3839.850	Insurance Claims	\$ 40,233.00	\$ 4,576.00	\$ 44,809.00
				\$ -
	TOTALS	<u>\$ 40,233.00</u>	<u>\$ 4,576.00</u>	<u>\$ 44,809.00</u>

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board

N/A	
Department Head's Approval	Date
	1-3-20
County Manager's Approval	Date
	1/3/20
Finance Director's Approval	Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
100.4330.510	Equipment	\$ 80,823.00	\$ 7,705.00	\$ 88,528.00
	Emergency Management	\$ 80,823.00	\$ 7,705.00	\$ 88,528.00

This budget amendment is justified as follows:

To appropriate federal fines and forfeiture funds for the outfitting of the command trailer.

This will result in a net increase of \$7,705.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

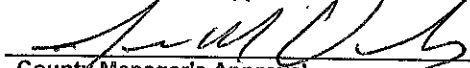
Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
100.3301.411	Federal Fines & Forfeitures	\$ 2,600.00	\$ 7,705.00	\$ 10,305.00
	TOTALS	\$ 2,600.00	\$ 7,705.00	\$ 10,305.00

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board

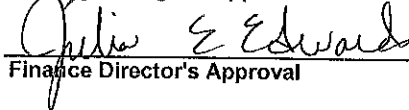
Department Head's Approval



Date

1-3-20

County Manager's Approval



Date

1/3/20

Finance Director's Approval

Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
100.5310.511	Equipment	\$ -	\$ 2,949.00	\$ 2,949.00
	Social Services			
	Contingency			
100.9910.000	Contingency	\$ 32,774.00	\$ (2,949.00)	\$ 29,825.00
		\$ 32,774.00	\$ -	\$ 32,774.00

This budget amendment is justified as follows:

To transfer funds for the purchase of office pro and other computer items. Invoice should have been paid in fiscal year 2018.19, but the invoices were not received for payment. This is to pay the account so it will be current.

This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	GENERAL FUND			
	TOTALS	\$ -	\$ -	\$ -

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020

Verified by the Clerk of the Board

N/A
Department Head's Approval

Date

[Signature]
County Manager's Approval

1-3-20
Date

[Signature]
Finance Director's Approval

1/3/20
Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
	Public Buildings			
100.4190.590	Improvements	\$ 455,312.00	\$ 130,712.00	\$ 586,024.00
		<u>\$ 455,312.00</u>	<u>\$ 130,712.00</u>	<u>\$ 586,024.00</u>
	Capital Reserve Fund			
201.4190.013	Public Buildings	\$ 316,019.00	\$ (130,712.00)	\$ 185,307.00
201.9810.000	Transfer to General Fund	\$ 463,084.00	\$ 130,712.00	\$ 593,796.00
		<u>\$ 779,103.00</u>	<u>\$ -</u>	<u>\$ 779,103.00</u>

This budget amendment is justified as follows:

To transfer funds from Capital Reserve Fund for the remainder of the paving projects.

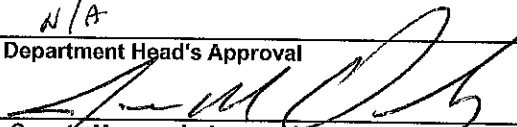
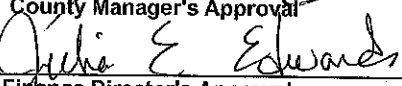
This will result in a net increase of \$130,712.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	GENERAL FUND			
100.3982.960	Transfer from Capital Reserve Fund	\$ 463,084.00	\$ 130,712.00	\$ 593,796.00
	TOTALS	<u>\$ 463,084.00</u>	<u>\$ 130,712.00</u>	<u>\$ 593,796.00</u>

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board

N/A	
Department Head's Approval	Date
	1-3-20
County Manager's Approval	Date
	1/3/20
Finance Director's Approval	Date

STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
General Fund				
Public Buildings				
100.4190.350	Maint. & Repairs Equipment	\$ 40,000.00	\$ 40,000.00	\$ 80,000.00
Forsyth Tech				
100.5920.000	Salaries & Wages	\$ 106,173.00	\$ (3,000.00)	\$ 103,173.00
100.5920.260	Departmental Supplies	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
100.5920.440	Misc. Contractual Services	\$ 7,500.00	\$ 10,000.00	\$ 17,500.00
Contingency				
100.9910.000	Contingency	\$ 29,825.00	\$ (25,000.00)	\$ 4,825.00
		<u>\$ 193,498.00</u>	<u>\$ 32,000.00</u>	<u>\$ 225,498.00</u>
New School/F. Tech Fund				
211.9820.000	Transfer to General Fund	\$ 2,953,860.00	\$ 17,000.00	\$ 2,970,860.00
		<u>\$ 2,953,860.00</u>	<u>\$ 17,000.00</u>	<u>\$ 2,970,860.00</u>

This budget amendment is justified as follows:

To transfer and appropriate funds for Public Buildings maintenance of equipment from contingency and miscellaneous revenue and for Forsyth Tech supplies and contractual services due to new facility.

This will result in a net increase of \$32,000.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
GENERAL FUND				
100.3982.970	Transfer from New School/F. Tech Fund	\$ 2,953,860.00	\$ 17,000.00	\$ 2,970,860.00
100.3839.000	Miscellaneous Revenue	\$ 62,069.00	\$ 15,000.00	\$ 77,069.00
	TOTALS	<u>\$ 3,015,929.00</u>	<u>\$ 32,000.00</u>	<u>\$ 3,047,929.00</u>

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board

N/A
Department Head's Approval

Date

[Signature]
County Manager's Approval

1-6-20
Date

[Signature]
Finance Director's Approval

1-6-20
Date



Board of County Commissioners
January 13, 2020
6:00 PM

Item number: V.a.

Jail Inspection

Contact: Captain Eric Cone

Summary:

Captain Eric Cone will present the Jail Inspection to the Board

ATTACHMENTS:

Description	Upload Date	Type
Jail Inspection	12/20/2019	Cover Memo



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

MARK PAYNE • Director, Division of Health Service Regulation

December 3, 2019

Sheriff Michael Marshall (via email)
P O Box 248
Danbury, NC 27016

RE: Stokes County Jail
FID #110671
Semiannual Inspection

Dear Sheriff Marshall:

On November 25, 2019, the Division of Health Service Regulation (DHSR) - Construction Section inspected your facility to determine compliance with 10A NCAC Subchapter 14J JAILS, LOCAL CONFINEMENT FACILITIES. This inspection found deficiencies whereby corrections are required. A copy of the inspection report is enclosed for your attention. Please submit your plan of correction on each deficiency cited in this report to this office by 01/02/2020.

Your Plan of Correction must contain the following:

- What corrective action(s) will be accomplished in those areas of the facility found to have been affected by the deficient practice.
- How you will identify other areas of the facility having the potential to be affected by the same deficient practice and what corrective action will be taken.
- What measures will be put into place or what systemic changes you will make to ensure that the deficient practice does not recur.
- How the corrective action(s) will be monitored to ensure the deficient practice will not recur, ie., what quality assurance program will be put into place.
- Include dates when correction action will be completed. The corrective action dates must be acceptable to the State.
 1. Corrective action must begin immediately.
 2. Any completion date greater than 60 days from date of survey requires written justification from the Sheriff.

CONSTRUCTION SECTION
WWW.NCDHHS.GOV • HTTPS://INFO.NCDHHS.GOV/DHSR
TEL 919-855-3893 • FAX 919-733-6592
LOCATION: WILLIAMS BUILDING, 1800 UMSTEAD DRIVE • RALEIGH, NC 27603
MAILING ADDRESS: 2705 MAIL SERVICE CENTER • RALEIGH, NC 27699-2705
AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Your Plan of Correction can be:

Mail to: DHSR Construction Section
2705 Mail Service Center
Raleigh NC 27699-2705

Fax to: (919)-733-6592

Email to: DHSR.Construction.Admin@dhhs.nc.gov

If you have any questions, please do not hesitate to call me at (919) 855-3893

Sincerely,



Roger McCoy
Jail Inspector
DHSR-Construction Section
919-855-3893

Enclosure

cc: Mr. Andy Nickelston, Chairman, Stokes Board of Commissioners (via email)
Mr. Jake Oakley, Stokes County Manager (via email)
Lieutenant Chris Lawson, Stokes County Detention Center Administrator (via email)

Division of Health Service Regulation

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: 110671	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 11/25/2019
NAME OF PROVIDER OR SUPPLIER STOKES COUNTY JAIL		STREET ADDRESS, CITY, STATE, ZIP CODE 1013 MAIN STREET DANBURY, NC 27016		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
J 000	Initial Comments Roger McCoy conducted the inspection. This biannual jail inspection was conducted as per 10A NCAC 14J JAILS, LOCAL CONFINEMENT FACILITIES Rules. This building was approved for use in 1993 under North Carolina State Building Code (NCSBC) 1991 Edition, with a facility expansion in 2019 under North Carolina State Building Code 2012 Edition with an occupancy classification of Group I-3. The jail design capacity is 100 male beds and 56 female beds with a total design capacity of 156 beds. The inspection began at 8:15AM and was completed at 12:10PM. The weather was clear, sunny and 38 degrees. Lt. Lawson accompanied the inspector during the inspection. The deficiencies determined during the inspection are as follows:	J 000		
J 38	10A NCAC 14J .0701 Sanitation Each jail shall comply with the North Carolina Commission for Public Health rules governing sanitation as codified in Title 15A Chapter 18A Section .1500 and which are hereby adopted by reference pursuant to G.S. 150B-14(c) History Note: Authority G.S. 143B-153; 153A-221; Eff. June 1, 1990. This Rule is not met as evidenced by: Based on observation on the morning of 11/25/2019, it was noted that the facility is not in compliance with sanitation rule 15A NCAC 18A .1510 TOILET, HANDWASHING AND BATHING	J 38		

Division of Health Service Regulation

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

TITLE

(X6) DATE

Division of Health Service Regulation

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: 110671	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 11/25/2019
NAME OF PROVIDER OR SUPPLIER STOKES COUNTY JAIL		STREET ADDRESS, CITY, STATE, ZIP CODE 1013 MAIN STREET DANBURY, NC 27016		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
J 38	Continued From page 1 FACILITIES: (a) Each cell shall be provided with access to toilet and handwashing facilities, and soap and individual towels shall be provided. The fixtures shall be kept clean and in good repair. (b) Each cell block or section shall be provided with bathing facilities which shall be easily cleanable and shall be kept clean. Findings include: Showers in the following blocks were dirty, and all showers should be placed on a regular routine cleaning schedule. 1. C, D, E, F, G, J, and H blocks.	J 38		
J108	10A NCAC 14J .1216 Safety Equipment In each jail the safety equipment, including intercoms, fire extinguishers, smoke detectors, and sprinkler heads, shall be tamper-resistant if necessary for security. Two-way voice communications shall comply with Rule .0601 of this Subchapter. History Note: Authority G.S. 143B-153; 153A-221; Eff. June 1, 1990; Amended Eff. June 1, 1992. This Rule is not met as evidenced by: Based on observation on the afternoon of 11/25/2019, the facility did not ensure that the pull station for the Ansul system was repaired as required by NFPA code. Findings Include: The pull station for the Ansul system for the kitchen hood was damaged and was hanging from the activation cable.	J108		

Division of Health Service Regulation

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: 110671	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 11/25/2019
NAME OF PROVIDER OR SUPPLIER STOKES COUNTY JAIL		STREET ADDRESS, CITY, STATE, ZIP CODE 1013 MAIN STREET DANBURY, NC 27016		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
J113	<p>10A NCAC 14J .1218 Plumbing Systems</p> <p>(a) Each jail shall have a plumbing system that complies with the Commission for Public Health Rules 15A NCAC 18A, Section .1500 and the North Carolina State Building Code, Plumbing Code, both of which are hereby incorporated by reference including subsequent amendments and editions of the referenced materials. A copy of 15A NCAC 18A, Section .1500 can be obtained free of charge from the State Division of Health Services, Environmental Health Section, Post Office Box 27687, Raleigh, North Carolina 27611-7687. A copy of the North Carolina State Building Code, Plumbing Code (Volume II of the North Carolina State Building Code) can be obtained for twenty-five dollars (\$25.00) from the North Carolina Department of Insurance, Post Office Box 26387, Raleigh, North Carolina 27611.</p> <p>(b) Each jail shall have a hot water supply for lavatories and showers designed to meet the usual needs of the number of inmates confined in the jail.</p> <p>(c) The master control valves for the plumbing system shall be located outside the confinement units and shall be accessible to officers during an emergency.</p> <p>History Note: Authority G.S. 143B-153; 153A-221; Eff. June 1, 1990; Amended Eff. June 1, 1992.</p> <p>This Rule is not met as evidenced by: Based on observation on the morning of 11/25/2019, it was noted that the plumbing fixtures were not in compliance with the rule.</p>	J113		

Division of Health Service Regulation

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: 110671	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____		(X3) DATE SURVEY COMPLETED 11/25/2019
NAME OF PROVIDER OR SUPPLIER STOKES COUNTY JAIL			STREET ADDRESS, CITY, STATE, ZIP CODE 1013 MAIN STREET DANBURY, NC 27016		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE	
J113	<p>Continued From page 3</p> <p>Findings Include: Listed below are multiple plumbing issues found during the inspection. The facility should frequently check each sink, toilet and shower to ensure proper operation and temperatures of each, and make immediate repairs to items found in disrepair.</p> <p>A Pod: a. All showers need water pressure adjustments for an allowable flow of water.</p> <p>B Block: a. All showers need water pressure adjustments to allow the proper flow of water. b. Adjustments should be made to showers to allow longer lengths of time for the supply of water. c. The dayroom sink had no cold water available when activated.</p> <p>D Block: a. All showers need water pressure adjustments to allow the proper flow of water. b. Adjustments should be made to showers to allow longer lengths time for the supply of water. c. The handicap shower water pressure was extremely low, needs adjusting. d. The dayroom sing needs adjustment as it shoot water well beyond the sink. e. Dayroom toilet flush valve is stuck and is very hard to activate.</p> <p>H Pod: a. When the first toilet is flushed the contents therein go down but are pushed up into the second toilet, and visa versa.</p>	J113			



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: V.b.

Register of Deeds-Update

Contact: Brandon Hooker

Summary:

ATTACHMENTS:

Description	Upload Date	Type
Register of Deeds Update	1/8/2020	Cover Memo

January 13, 2020

To the Honorable
Board of County Commissioners
Stokes County, North Carolina

Dear Board Members,

I, Brandon Hooker, in my capacity as Register of Deeds of the County of Stokes, submit to you the monies taken in by this office for the **second quarter** of the **2019-2020** fiscal year as follows:

Total Recording Fees:	\$54,436.00
Total Excise Tax:	<u>\$61,718.40</u>
Total Revenue:	\$116,154.40

For the reporting period of **October 1, 2019 – December 31, 2019**, this office recorded **436 deeds**; **345 deeds of trust**; **750 miscellaneous documents**; **47 plats**; **93 death certificates**; issued **52 marriage licenses**; administered the oath of office to **42 Notaries**; notarized **8 signatures**; issued **609 certified copies**; and **124 un-certified copies**.

The **number of transactions** in the **second quarter** of fiscal year **2019-2020** was an **11.152% increase** from the **second quarter** of fiscal year **2018-2019**.

The **revenue** collected in the **second quarter** of fiscal year **2019-2020** was a **3.836% increase** from the **second quarter** of fiscal year **2018-2019**.

The table below represents the monies collected by the state from this office.

Conveyance Tax	\$30,859.20
Domestic Violence Center	\$1,560.00
Children's Trust Fund	\$260.00
State Treasurer	\$7,130.00
Total	\$39,809.20

RECEIPTING ALLOCATION REPORT
10/01/2019 - 12/31/2019

Stokes County, NC

Total fees* for the date range		116,154.40
Pension Fund (1.5% of applicable fees)		816.54
State Treasurer Allocation(total)		7,130.00
Floodplain Mapping Fund (55%)	3,921.50	
Dept. of Cultural Resources (25%)	1,782.50	
General Fund (20%)	1,426.00	
Marriage License Allocations:		1,820.00
Children's Trust Fund (\$5)	260.00	
Domestic Violence Center Fund (\$30)	1,560.00	
Excise Tax Collections:		61,718.40
EBRS Collections:		0.00
Preservation and Automation Fund:		4,642.90
Undesignated County Receipts:		40,026.56

* This is the total fees for the date range. It may not be equal to total receipts if there was a refund issued by the Finance Department for that date range.

CODE	DESCRIPTION	CATEGORY	NO. OF INSTRUMENTS AND/OR TRANSACTIONS	QTY	AMOUNT
205	Cancellation	D T	362	362	0.00
301	Plat - 1st Page	PLATS	47	47	987.00
401	Marriage License	MARR	52	52	3,120.00
403	Marriage License Certified Copy	CERT M	105	108	1,070.00
501	Oath	NOTARY	42	42	420.00
502	Document Notary	NOTARY	7	8	40.00
601	Certified Copy of Birth Record	BIRTH	48	51	510.00
607	Certified Copy of a Death Record	DEATH	103	439	4,380.00
608	Recorded Birth Certificate	BIRTH	3	3	0.00
609	Recorded Death Certificate	DEATH	93	93	0.00
701	UCC - 1 to 2 Pages	UCC	10	10	380.00
702	UCC - 3 to 10 Pages	UCC	5	5	225.00
804	Copies	MISCOP	27	124	31.00
901	Certified Copy - 1st Page	CERCOP	8	11	55.00
902	Certified Copy - 2+ pages	CERCOP	8	59	118.00
1001	Excise Tax	EXCISE	263	263	61,718.40
1101	Non-Conforming Document	NSF	1	1	25.00
1103	Military Discharges	MISC	2	12	0.00
1104	Certified Military Discharge	CERCOP	2	2	0.00
1105	Historical Map	MISC	1	1	5.00
1205	Administrative Notice	DEEDS	15	15	0.00
2101	Miscellaneous - first 15 pages	MISC	312	312	8,112.00
2102	Miscellaneous - addl pages	MISC	6	48	192.00
2105	Foreclosures - first 15 pages	MISC	8	8	208.00
2201	Deed of Trust - first 35 pages	D T	341	341	21,824.00
2202	Deed of Trust - addl pages	D T	1	4	16.00
3201	Deeds - first 15 pages	DEEDS	436	436	11,336.00
3202	Deeds - addl pages	DEEDS	1	1	4.00
3301	Right of Way - first 15 pages	R W	53	53	1,378.00
Totals			2,362	2,911	116,154.40



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: V.c.

Sales Tax Referendum Information

Contact: Jake Oakley/Shannon Shaver

Summary:

The Board elected to place the 1/4 cent sales tax on the primary ballot coming up. March 3rd is fast approaching and we need to begin educating the public on the issues related to the sales tax referendum. We are beginning to reach out to our municipalities and civic groups to inform them. We would like to place an ad in the Stokes News as well as create a brochure/flyer to be placed around the county.

Some of the information we would like to provide to the public is listed below:

- **Educational, Helps fund areas of safety in our schools (SRO Officers, building security).**
- **Helps keep property tax from rising.**
- **Everyone benefits, and everyone pays, not just the property owner.**
- **1/4 sales tax generates 3 times more revenue than 1 penny on the property tax.**
- **Let's compare taxes: 1 penny of property tax = \$388,500 - 1/4 penny of sales tax = \$1,165,500 (that's 3 pennies).**
- **Non-residents pay sales tax too, lessening the burden on property owners and those on fixed incomes.**

The county may spend money to educate the public on issues related to the sales tax referendum but may not spend money advocating for or against the sales tax.

Any input from the Board of Commissioners is greatly appreciated.

ATTACHMENTS:

Description	Upload Date	Type
Sales Tax Information	1/7/2020	Cover Memo

Counties have the option to increase the sales tax by 1-quarter of a penny, (the Article 46 sales tax in N.C. G.S. 105-535) provided the public approves via a referendum.

Question: What are the steps a county needs to consider when scheduling a referendum?

Answer: All counties must contact their local board of elections and the State Board of Elections in order to have the advisory referendum included on the ballot during a regularly scheduled election. An advisory referendum may be held only on the same date as a county or statewide general election, the primary election in even-numbered years, or in any other election during which all precincts in a county are open. Due to a new law passed in 2019, counties are prohibited from holding more than one referendum "within one year."

Question: Must the Board of County Commissioners levy the sales tax if the voters approve the referendum?

Answer: A Board of County Commissioners is not obligated to levy the tax even if the majority of those voting in a referendum vote in support of a levy.

Question: Can a county stipulate uses of the monies on the ballot as a part of the referendum?

Answer: A county may not stipulate the use of the money on the ballot. A county Board of Commissioners may adopt a resolution that stipulates how they plan to use the revenues.

Question: Is there a prescribed format for the question of the ballot?

Answer: Yes. Legislation specifies how the question must be presented on the ballot:

Ballot Question. - The form of the question to be presented on a ballot for a special election concerning the levy of the tax authorized by this Article shall be: ☐ FOR ☐ AGAINST

Local sales and use tax at the rate of 1-quarter% (0.25%) in addition to all other State and local sales and use taxes.'

Note: The sale tax amount is set at a rate of .25%.

Question: When is the earliest the sales tax will become effective if the Board of County Commissioners levies the sales tax via resolution following a successful referendum?

Answer: The sales tax may become effective on the first day of any calendar quarter so long as the county gives the Secretary of Revenue at least 90 days' advance notice. For example, if a referendum is held in November during the general election and passes, the earliest a county could begin collecting the revenue would be April one of the following year, provided it adopts a resolution levying the tax and forwards it to the Department of Revenue prior to December 31.

Question: If the voters pass the referendum for the sales tax, what happens next?

Answer: If the Board of Commissioners wishes to levy the tax, it must provide 10 days public notice of its intent to adopt a resolution to levy the tax. After it adopts the resolution, it must send a certified copy of the resolution along with a certified copy of the election results of the referendum to the Department of Revenue. The DoR's address is:

Department of Revenue
P.O. Box 25000
Raleigh, NC 27640

The Association has prepared a [model resolution](#) PDF for a successful sales tax referendum.

Question: Are there restrictions on the use of the revenues?

Answer: No. The sales tax is not restricted or earmarked and can therefore be used for any allowed use by counties.

Question: If the referendum fails, can a county hold a subsequent referendum on the same question?

Answer: Yes, however, due to a [new law](#) passed in 2019, the county must wait one year to hold a subsequent referendum.

Question: Can a county spend public money educating citizens on issues related to the referendum?

Answer: Yes. Similar to an election for a general obligation bond, a county may spend money to educate the public on issues related to the sales tax referendum. However, a county may not spend money advocating for or against the sales tax.

Question: Can members of a county board of commissioners actively promote the passage of the referendum?

Answer: Yes. The board of commissioners may approve resolutions in support of the passage of a referendum for the sales tax. A county commissioner may publicly endorse and support the sales tax. A county may not reimburse any expenses incurred by an elected official while the official is advocating either for or against the tax measure.

Question: Does the sales tax apply to unprepared food or gas?

Answer: No. The local-option sales tax does not apply to unprepared food (i.e. groceries) or gas purchases. There is no local sales tax on gas purchases.

As with any local legal matter, we ask that you consult with your county attorney and county board of elections as you consider these local referendum options.



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.a.

Second Amendment Resolution

Contact: Chairman Andy Nickelston

Summary:

ATTACHMENTS:

Description	Upload Date	Type
2nd Amendment Resolution	1/8/2020	Cover Memo



WHEREAS, it is acknowledged that the right of individual citizens to keep and bear arms is under attack in the United States of America by elected officials from many levels of Government; and

WHEREAS, it is further recognized that the Constitution of the United States of America is the supreme law of the land, and the Second Amendment to the Constitution guarantees individual citizens to have the right to keep and bear arms in a manner that shall not be infringed; and

WHEREAS, the Supreme Court of the United States has, through multiple rulings, upheld an individual citizen's right to keep and bear arms when federal, state, and local laws have sought to restrict this right; and

WHEREAS, the right to bear arms is necessary for self-defense, the defense of others including family members, the protection of individual liberty, and for the preservation of our American Republic; and

WHEREAS, many Americans believe that Second Amendment rights are "God-given" rights, and it is a law of nature that every creature can defend their lives from threats; and

WHEREAS, the Stokes County Board of Commissioners wishes to express its support in protecting the Second Amendment Rights of all Stokes County Citizens' who are legally authorized to own and possess a firearm; and

WHEREAS, the Stokes County Board of Commissioners wishes to express opposition to any law, regulation, or other act that would infringe on the Second Amendment Rights of Stokes County Citizens; and

WHEREAS, the Stokes County Board of Commissioners expresses its intent for Stokes County to stand as a **Constitutional Rights Protection County** for Second Amendment Rights by opposing any efforts by any entity to restrict these Rights. Opposition will include any means available under the U.S. Constitution and the laws of North Carolina including the withholding of funds, direction of County employees, legal action, and other means as deemed necessary and legal.

NOW, THEREFORE, BE IT RESOLVED that the Stokes County Board of Commissioners declares Stokes County a Second Amendment **Constitutional Rights Protection County** and declares that Stokes County Government will respect and defend the Second Amendment Rights of Stokes County Citizens.

The Stokes County Board of Commissioners implores the North Carolina Legislature and the United States Congress to preserve, uphold, and protect the rights of all citizens to keep and bear arms under the United States Constitution; and further implores the North Carolina Legislature and the United States Congress to reject any provision, law, or regulation that may infringe, have the tendency to infringe, or place any additional burdens on the right of law-abiding citizens to bear arms.

The Stokes County Government will not authorize or appropriate government funds, resources, employees, agencies, contractors, buildings, detention centers, or offices for the purpose of enforcing or assisting in the enforcement of any acts, laws, orders, mandates, rules, or regulations that infringe on the right of the people to keep and bear arms as set forth in the Second Amendment to the United States Constitution.

The Stokes County Government will utilize all legal means necessary to protect the Second Amendment Rights of Stokes County citizens including, but not limited to, legal action.

Adopted the 13th of January 2020 by the Stokes County Board of Commissioners.

Andy Nickelston- Chairman

Ronnie Mendenhall – Vice Chairman

Rick Morris- Commissioner

Jimmy Walker – Commissioner

Attest:

Jamie Yontz- Commissioner

Shannon Shaver – Clerk to the Board



Board of County Commissioners
January 13, 2020
6:00 PM

Item number: VI.b.

Tax Administration Monthly Report

Contact: Richard Brim, Tax Administrator

Summary:

Discussion:

1. Monthly Reports for the month of December 2019.
 - a. Tax Collections Status Report FY 2019-2020.
 - b. Personal Property and Business Personal Property Discovery Report and Delinquent Taxes/Garnishments.
 - c. EMS Billings and Collections.
 - d. Interstate Collections, (DataMax) Status Report.
 - e. Real and Personal Releases less than \$100.00 per N.C.G.S. 105-381(b).
 - f. Real and Personal Refunds less than \$100.00 per NC.G.S. 105-381(b).
2. Real and Personal Releases more than \$100.00.
3. Real and Personal Refunds more than \$100.00.
4. Personal Property Schedule of Values and Depreciation Schedules for 2020 Assessment.
5. Requested 2020 Board of Equalization and Review Date.
6. County Owned Surplus Real Property Releases.
7. Payment Arrangement Agreement Policy.
8. Stonewall Country Club LLC Business Personal Property Discovery.

Items for Approval on January 27, 2020.

1. Real and Personal Releases more than \$100.00.
2. Real and Personal Refunds more than \$100.00.
3. Personal Property Schedule of Values and Depreciation Schedules for 2020 Assessment.
4. Requested 2020 Board of Equalization and Review Date.
5. County Owned Surplus Real Property Releases.
6. Payment Arrangement Agreement Policy.
7. Stonewall Country Club LLC Business Personal Property Discovery.

ATTACHMENTS:

Description	Upload Date	Type
Tax Office	1/7/2020	Cover Memo

TAX COLLECTION STATUS REPORT
TOTAL AMOUNT COLLECTED BY MONTH FY 2019-2020

CURRENT 2019 TAX	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	DANBURY	EDU DEBT BLDG FUND
JULY	282,215.69	325,652.79	1,530.57	279.41	1,386.05	12,334.01	1,895.81	8,413.77	39,265.03	80,279.63	7,484.45	346.96	39,343.75
AUGUST	5,178,996.08	5,971,424.56	7,933.01	1,607.82	10,186.12	212,846.56	39,283.66	131,170.32	738,352.98	1,391,764.90	270,990.78	15,659.86	720,015.09
SEPTEMBER	334,544.02	385,921.65	1,855.25	560.93	1,882.59	10,844.07	2,264.40	6,682.74	47,207.92	124,151.48	13,312.93	828.75	46,622.62
OCTOBER	177,581.08	207,425.87	7,704.24	1,716.90	1,142.23	7,266.59	1,709.04	4,855.28	28,680.91	30,854.91	11,418.55	1,553.33	25,467.92
NOVEMBER	224,463.92	259,381.61	4,916.83	1,135.38	974.12	8,476.26	1,238.78	6,898.97	34,037.32	54,090.98	10,698.70	1,463.01	31,585.67
DECEMBER	1,059,627.21	1,220,775.21	5,423.55	1,489.31	3,535.19	34,892.84	8,322.01	37,692.35	161,709.46	198,225.04	73,392.01	6,083.22	147,558.32
JANUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
FEBRUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 7,257,428.00	\$ 8,370,581.69	CONT'D	CONT'D	\$ 19,106.30	\$ 286,660.33	\$ 54,713.70	\$ 195,713.43	\$ 1,049,253.62	\$ 1,879,366.94	\$ 387,297.42	\$ 25,935.13	CONT'D
BUDGET AMT	\$ 10,048,919.00	\$ 11,584,170.00	CONT'D	CONT'D	\$ 30,000.00	\$ 331,879.00	\$ 64,745.00	\$ 235,082.00	\$ 1,668,185.00				CONT'D
BALANCE	\$ 2,791,491.00	\$ 3,213,588.31			\$ 10,893.70	\$ 45,218.67	\$ 10,031.30	\$ 39,368.57	\$ 618,931.38				
PERCENTAGE	72.22%	72.26%			63.69%	86.37%	84.51%	83.25%	62.90%				
PRIOR	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	TOWN OF DANBURY	EDU DEBT BLDG FUND
JULY	60,343.17	30,668.90	-	15,141.58	50.95	1,181.15	109.03	878.80	7,486.00	8,164.23	1,351.27	166.91	6,554.82
AUGUST	35,896.66	18,139.79	-	11,518.68	202.09	619.12	175.34	578.84	4,021.48	7,315.81	1,076.03	-	3,970.14
SEPTEMBER	34,171.84	13,349.57	-	13,543.68	106.62	298.32	112.38	365.63	4,158.57	6,067.60	160.37	-	3,610.99
OCTOBER	61,435.14	18,691.98	-	19,918.75	156.00	568.07	474.85	801.02	7,708.24	2,424.51	461.02	-	6,054.12
NOVEMBER	30,134.59	12,754.46	-	11,376.63	38.60	570.64	64.84	340.13	3,970.62	1,960.55	636.75	546.64	3,120.03
DECEMBER	38,166.70	15,220.64	-	14,245.37	139.08	494.87	639.25	451.69	4,333.91	4,413.21	87.12	-	4,104.75
JANUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
FEBRUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 260,148.10	\$ 108,825.34	\$ 29,363.45	\$ 92,534.44	\$ 693.34	\$ 3,732.17	\$ 1,575.69	\$ 3,416.11	\$ 31,678.82	\$ 30,345.91	\$ 3,772.56	\$ 713.55	\$ 1,038,008.22
BUDGET AMT	\$ 400,000.00	\$ 200,000.00	\$ 40,000.00	\$ 198,490.00	\$ 1,000.00	\$ 5,000.00	\$ 600.00	\$ 6,000.00	\$ 42,000.00				\$ 1,395,683.00
BALANCE	\$ 139,851.90	\$ 91,174.66	\$ 10,636.55	\$ 105,955.56		\$ 1,267.83	\$ (975.69)	\$ 2,583.89	\$ 10,321.18				\$ 357,674.78
PERCENTAGE	65.04%	54.41%	73.41%	46.62%	69.33%	74.64%	262.62%	56.94%	75.43%				74.37%

TAX COLLECTION STATUS REPORT

TOTAL AMOUNT COLLECTED BY MONTH FY 2019-2020

CURRENT 2019 TAX	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	DANBURY	EDU DEBT BLDG FUND
JULY	282,215.69	325,652.79	1,530.57	279.41	1,386.05	12,334.01	1,895.81	8,413.77	39,265.03	80,279.63	7,484.45	346.96	39,343.75
AUGUST	5,178,996.08	5,971,424.56	7,933.01	1,607.82	10,186.12	212,846.56	39,283.66	131,170.32	738,352.98	1,391,764.90	270,990.78	15,659.86	720,015.09
SEPTEMBER	334,544.02	385,921.65	1,855.25	560.93	1,882.59	10,844.07	2,264.40	6,682.74	47,207.92	124,151.48	13,312.93	828.75	46,622.62
OCTOBER	177,581.08	207,425.87	7,704.24	1,716.90	1,142.23	7,266.59	1,709.04	4,855.28	28,680.91	30,854.91	11,418.55	1,553.33	25,467.92
NOVEMBER	224,463.92	259,381.61	4,916.83	1,135.38	974.12	8,476.26	1,238.78	6,898.97	34,037.32	54,090.98	10,698.70	1,463.01	31,585.67
DECEMBER	1,059,627.21	1,220,775.21	5,423.55	1,489.31	3,535.19	34,892.84	8,322.01	37,692.35	161,709.46	198,225.04	73,392.01	6,083.22	147,558.32
JANUARY	2,068,360.87	2,383,311.83	-	4.00	1,025.99	19,068.31	4,102.58	14,023.17	512,289.00	98,799.69	30,934.00	1,237.69	287,205.63
FEBRUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 9,325,788.87	\$ 10,753,893.52	CONT'D	CONT'D	\$ 20,132.29	\$ 305,728.64	\$ 58,816.28	\$ 209,736.60	\$ 1,561,542.62	\$ 1,978,166.63	\$ 418,231.42	\$ 27,172.82	CONT'D
BUDGET AMT	\$ 10,048,919.00	\$ 11,584,170.00	CONT'D	CONT'D	\$ 30,000.00	\$ 331,879.00	\$ 64,745.00	\$ 235,082.00	\$ 1,668,185.00				CONT'D
BALANCE	\$ 723,130.13	\$ 830,276.48			\$ 9,867.71	\$ 26,150.36	\$ 5,928.72	\$ 25,345.40	\$ 106,642.38				
PERCENTAGE	92.80%	92.83%			67.11%	92.12%	90.84%	89.22%	93.61%				
PRIOR	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	TOWN OF DANBURY	EDU DEBT BLDG FUND
JULY	60,343.17	30,668.90	-	15,141.58	50.95	1,181.15	109.03	878.80	7,486.00	8,164.23	1,351.27	166.91	6,554.82
AUGUST	35,896.66	18,139.79	-	11,518.68	202.09	619.12	175.34	578.84	4,021.48	7,315.81	1,076.03	-	3,970.14
SEPTEMBER	34,171.84	13,349.57	-	13,543.68	106.62	298.32	112.38	365.63	4,158.57	6,067.60	160.37	-	3,610.99
OCTOBER	61,435.14	18,691.98	-	19,918.75	156.00	568.07	474.85	801.02	7,708.24	2,424.51	461.02	-	6,054.12
NOVEMBER	30,134.59	12,754.46	-	11,376.63	38.60	570.64	64.84	340.13	3,970.62	1,960.55	636.75	546.64	3,120.03
DECEMBER	38,166.70	15,220.64	-	14,245.37	139.08	494.87	639.25	451.69	4,333.91	4,413.21	87.12	-	4,104.75
JANUARY	1,957.64	1,138.24	-	931.78	12.00	206.66	9.06	45.68	123.59	-	101.66	-	230.51
FEBRUARY	-	-	-	-	-	-	-	-	-	-	-	-	-
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 262,105.74	\$ 109,963.58	\$ 29,363.45	\$ 93,470.22	\$ 705.34	\$ 3,938.83	\$ 1,584.75	\$ 3,461.79	\$ 31,802.41	\$ 30,345.91	\$ 3,874.22	\$ 713.55	\$ 1,325,444.36
BUDGET AMT	\$ 400,000.00	\$ 200,000.00	\$ 40,000.00	\$ 198,490.00	\$ 1,000.00	\$ 5,000.00	\$ 600.00	\$ 6,000.00	\$ 42,000.00				\$ 1,395,683.00
BALANCE	\$ 137,894.26	\$ 90,036.42	\$ 10,636.55	\$ 105,019.78		\$ 1,061.17	\$ (984.75)	\$ 2,538.21	\$ 10,197.59				\$ 70,238.64
PERCENTAGE	65.53%	54.98%	73.41%	47.09%	70.53%	78.78%	264.13%	57.70%	75.72%				94.97%

COUNTY OF STOKES

Richard T. Brim
Tax Administrator



Phone (336) 593-2811

TAX ADMINISTRATION

Fax (336) 593-4019

Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

Date: January 3, 2020

To: Board of County Commissioners

From: Richard T. Brim, Tax Administrator

Reference: Discovery and Garnishment Report

Tax Administration Report - (Fiscal Year 2019/2020)

Discoveries	Audit Dates	# of Accounts	Total Value	Taxes Due
Business and Personal Property Discovery Report for Quarter*	10/1/19 - 12/31/19	171	2,756,869	\$27,872.50
Total Business and Personal Discoveries Billed for FY*	7/1/19 - 6/30/20	373	5,878,634	\$57,397.79

*Report to the Board in accordance with GS 105-312(b)

Garnishments**	Dates	Total Accounts	Original Levy Amount	Collected Amount
Total Amount Collected for Quarter	10/1/19 - 12/31/19	194	\$74,511.77	\$59,163.23
Total Amount Collected for FY	7/1/19 - 6/30/20	444	\$210,910.21	\$140,552.15

**Detailed report can be submitted upon request by Board

Sincerely,

Richard T. Brim

Richard T. Brim
Tax Administrator

1/6/20

Date

COUNTY OF STOKES

Richard T. Brim
TAX ADMINISTRATOR
Cheryl C. Hill
ASST. TAX COLLECTOR



Shellie Booe
Tax/EMS Collection Clerk
Lisa Beasley
Tax/EMS Collection Clerk

Phone (336) 593-2425

TAX ADMINISTRATION

Fax (336) 593-4015

Post Office Box 57 • 1014 Main Street • Administration Building • Danbury, NC 27016

January, 2020

To: Stokes County Board of Commissioners

From: Richard T. Brim, Tax Administrator

Re: EMS Billing & Collections

The following report to the Stokes County Board of Commissioners shows the Stokes County Emergency Medical Services collections (current and delinquent) for Fiscal Year 2019-2020. This report provides each month's activities including number of transports billed, amount charged, amount collected and amount of contractual obligations.

Current and Delinquent EMS Billings

<u>Month</u>	<u>Transports Billed</u>	<u>Charged</u>	<u>Collected</u>	<u>Medicare/ Medicaid Contractual *</u>	<u>Other Contractual*</u>
JULY, 2019	341	\$220,935.20	\$110,794.14	\$49,928.29	\$1,352.07
AUGUST, 2019	249	\$162,068.15	\$98,346.76	\$74,515.01	\$2,772.08
SEPTEMBER, 2019	567	\$365,276.60	\$104,423.49	\$52,457.24	\$1,795.89
OCTOBER, 2019	304	\$200,273.90	\$166,935.95	\$124,992.36	\$1,000.64
NOVEMBER, 2019	236	\$134,373.60	\$78,823.77	\$40,406.52	\$490.82
DECEMBER, 2019	323	\$194,249.80	\$116,042.69	\$62,874.50	\$724.73
JANUARY, 2020					
FEBRUARY, 2020					
MARCH, 2020					
APRIL, 2020					
MAY, 2020					
JUNE, 2020					
TOTALS:	2,020	\$1,277,177.25	\$675,366.80	\$405,173.92	\$8,136.23

*contractual obligation, amount for which the patient cannot be billed.

Richard T. Brim

Richard T. Brim
TAX ADMINISTRATOR

DataMax (Interstate Collections & NC Debt Setoff)

<u>Vehicle Taxes</u>	October 2019	November 2019	December 2019
Month to Date Collected	\$5,140.25	\$690.96	\$39.76
# of Accounts Collected	200	11	2
Month to Date Cancelled	\$2,321.60	\$0.00	\$0.00
# of Accounts Cancelled	53	0	0

<u>Property Taxes</u>	October 2019	November 2019	December 2019
Month to Date Collected	\$9,174.55	\$1,228.41	\$406.17
# of Accounts Collected	116	28	8
Month to Date Cancelled	\$14,419.90	\$1,135.19	\$0.00
# of Accounts Cancelled	182	25	0

<u>EMS</u>	October 2019	November 2019	December 2019
Month to Date Collected	\$1,305.31	\$3,043.80	\$574.90
# of Accounts Collected	14	20	10
Month to Date Cancelled	\$1,076.82	\$0.00	\$742.90
# of Accounts Cancelled	3	0	1

Total Collected (October - December 2019)

Vehicle Taxes	\$5,870.97
Property Taxes	\$10,809.13
EMS	\$4,924.01
Grand Total (Oct-Dec 2019)	\$21,604.11

STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR DECEMBER, 2019

REAL AND PERSONAL PROPERTY RELEASES LESS THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>AMOUNT</u>
CREWS, JOSEPH C SR CREWS, NAOMI L	1304 WATTS RD, WALNUT COVE, NC 27052	286406-2019-2019	\$56.98
MCCUE, CLAYTON J	PO BOX 671, PINNACLE, NC 27043	301581-2019-2019	\$94.72
DODSON, BESSIE NORENE JOYCE	4821 NC 772 HWY, MADISON, NC 27025	283711-2019-2019	\$27.50

TOTAL AMOUNT	\$179.20
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Richard T. Brim
RICHARD T. BRIM
TAX ADMINISTRATOR

1/6/20
DATE

STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR DECEMBER, 2019 (1 OF 2)

REFUNDS LESS THAN \$100 - REAL AND PERSONAL PROPERTY PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>LEDGER NO</u>	<u>AMOUNT</u>
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2019-2019	100.3100.160	\$5.40
			112.3100.160	\$6.23
			209.3100.160	\$1.50
			211.3100.160	\$0.75
			100.3839.012	\$0.77
			112.3100.170	\$0.62
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2018-2018	100.4140.390	\$6.51
			112.3100.160	\$8.27
			209.3100.160	\$1.68
			211.3100.160	\$0.84
			100.3839.012	\$0.89
			112.3100.170	\$0.65
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2018-2017	100.4140.390	\$17.21
			209.3100.160	\$2.22
			211.3100.160	\$1.11
			100.3839.012	\$4.10
			112.3100.160	\$2.51
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2018-2016	100.4140.390	\$21.85
			209.3100.160	\$2.65
			211.3100.160	\$1.41
			100.3839.012	\$7.77
			112.3100.160	\$3.44

(CONTINUED)

STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR DECEMBER, 2019 (2 OF 2)

REFUNDS LESS THAN \$100 - REAL AND PERSONAL PROPERTY PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>LEDGER NO</u>	<u>AMOUNT</u>
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2018-2015	100.4140.390	\$25.57
			209.3100.160	\$2.89
			211.3100.160	\$1.65
			100.3839.012	\$12.04
			112.3100.160	\$4.31
WALL, LARRY GRAY	2689 NC 89 HWY E WALNUT COVE, NC 27052	854904-2018-2014	100.4140.390	\$27.90
			209.3100.160	\$3.03
			211.3100.160	\$1.86
			100.3839.012	\$16.39
			112.3100.160	\$5.04
WESTON, KEITH	1499 SISK RD DANBURY, NC 27016	320517-2019-2019-01	100.3100.160	\$24.87
			209.3100.160	\$6.91
			211.3100.160	\$3.45
			112.3100.160	\$28.67

TOTAL AMOUNT

\$262.96

Richard T. Brim
RICHARD T. BRIM
TAX ADMINISTRATOR

1/6/20
DATE

Julia E Edwards
JULIA EDWARDS
FINANCE DIRECTOR

1/6/20
DATE

STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR DECEMBER, 2019

REAL AND PERSONAL PROPERTY RELEASES MORE THAN \$100

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NO.</u>	<u>AMOUNT</u>	<u>REASON</u>
SANDS, RODGER D	1121 RAY LOOP RD WESTFIELD, NC 27053	294605-2019-2016	\$132.46	APPRAISAL CLERICAL CORRECTION
GIBSON, TIMOTHY MARK GIBSON, ROBIN BRINKLEY	PO BOX 62 WESTFIELD, NC 27053	290095-2019-2019	\$209.42	USE VALUE CLERICAL CORRECTION
HOOKEER, SAMUEL G HOOKEER, PAMELA H	1229 HALL RD WESTFIELD, NC 27053	305030-2019-2019	\$227.18	BLDG STILL UNDER CONSTR REDUCED 2019 VALUE

TOTAL AMOUNT \$569.06

Richard T. Brim 1/6/20
RICHARD T. BRIM DATE
TAX ADMINISTRATOR

ANDY NICKELSTON DATE
CHAIRMAN-STOKES COUNTY
BOARD OF COMMISSIONERS

STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR DECEMBER, 2019

REAL AND PERSONAL PROPERTY REFUNDS MORE THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>LEDGER</u>	<u>AMOUNT</u>	<u>REASON</u>
GUY, OBADIAH B GUY, BRANDIE N	2233 N OLD 52 RD PINNACLE, NC 27043	849458-2019-2019	100.3100.160	\$144.50	CORRECTION TO
			209.3100.160	\$40.14	APPRAISAL
			211.3100.160	\$20.07	SOFTWARE ERROR
			112.3100.160	\$166.59	
GUY, OBADIAH B GUY, BRANDIE N	2233 N OLD 52 RD PINNACLE, NC 27043	849458-2018-2018	100.4140.390	\$155.55	CORRECTION TO
			209.3100.160	\$40.14	APPRAISAL
			211.3100.160	\$20.07	SOFTWARE ERROR
			112.3100.160	\$155.55	
GUY, OBADIAH B GUY, BRANDIE N	2233 N OLD 52 RD PINNACLE, NC 27043	849458-2017-2017	100.4140.390	\$311.09	CORRECTION TO
			209.3100.160	\$40.14	APPRAISAL
			211.3100.160	\$20.07	SOFTWARE ERROR
GUY, OBADIAH B GUY, BRANDIE N	2233 N OLD 52 RD PINNACLE, NC 27043	849458-2016-2016	100.4140.390	\$286.18	CORRECTION TO
			209.3100.160	\$34.61	APPRAISAL
			211.3100.160	\$18.46	SOFTWARE ERROR
COLLINS, RONALD GAYLE	101 LOCUST RD KING, NC 27021	42825795	100.3100.113	\$98.72	VEHICLE SOLD
			206.3100.112	\$12.73	
			211.3100.001	\$6.37	

TOTAL AMOUNT

\$1,570.98

Richard T. Brim
RICHARD T. BRIM
TAX ADMINISTRATOR

1/6/20
DATE

ANDY NICKELSTON
CHAIRMAN-STOKES COUNTY
BOARD OF COMMISSIONERS

DATE

COUNTY OF STOKES

Richard T. Brim
Tax Administrator



Phone (336) 593-2811

TAX ADMINISTRATION

Fax (336) 593-4019

Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

Date: January 2, 2020

To: Board of County Commissioners

From: Richard T. Brim, Tax Administrator

Reference: Personal Property Schedule of Values and Depreciation Schedules for 2020

Below are the 2020 Pricing Guides to be approved:

- 1. 2020 Department of Revenue Cost Index and Depreciation Schedule (Business Personal Property)**
- 2. 2020 Pricing Guidelines for Individual Personal Property**
- 3. 2020 Single-Wide Mobile Home Pricing Guidelines (Scheduled Developed from Marshall and Swift)**

Sincerely,

Richard T. Brim

Richard T. Brim
Tax Administrator

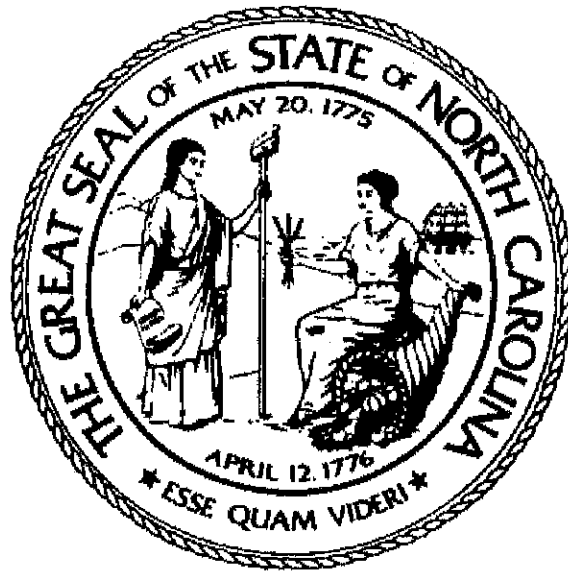
Approval

Denial

Andy Nickelston
Chairman, Board of Commissioners

Date

2020
Cost Index &
Depreciation Schedules



North Carolina Department of Revenue
Local Government Division
Property Tax Section



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
PROPERTY TAX SECTION

Introduction
Effective 1/1/2020

Following this introduction is the 2020 Cost Index and Depreciation Schedules for use in valuation of business personal property located in North Carolina. One of the most effective and efficient methods for determining current Replacement Cost New Less Depreciation is the use of these valuation tables. These tables are published by the Property Tax Section solely to assist the business personal property appraiser in determining current market value.

All life years used on the different types of property have been carefully researched with federal tax guides, other state government depreciation schedules, as well as information provided to us by the taxpayers themselves. The trend factors are determined using the percentage price increase or decrease over the past year of similar business markets. These percentages come from the latest edition of Producer Price Indexes, as determined by the U.S. Department of Labor, Bureau of Labor Statistics.

In using these trending schedules, you will be utilizing the cost approach to value. In using the cost approach, the appraiser must determine four critical elements:

1. The original (historical) installed cost
2. The current replacement cost new (RCN)
3. The useful economic life of the property
4. The loss in value (Depreciation)

When applying the schedules, always use original (historical) cost which includes all costs involved with bringing the property into operation. As an example, consider the following:

On their 2020 business listing, a manufacturer of machinery listed \$10,000 in machinery and equipment, acquired in 2013. This amount correctly included \$8,000 actual equipment, \$1,500 installation, and \$500 freight and taxes. Using schedule A, with a suggested useful life of 10 years, we note that the appraised market value as of January 1, 2020 would be:

$$\$10,000 \times .33 = \$3,300$$

In examining what we have done, the trending factor of 1.11 brings the value of the equipment up to current replacement cost new, which would be:

$$\$10,000 \times 1.11 = \$11,100$$

Then we depreciate RCN assuming the property is seven years old with a suggested ten-year life and therefore has three years remaining in its useful economic life:

$$\$11,100 \times .30 = \$3,300 \text{ is the same answer as above. (Rounded to nearest hundred.)}$$

The valuation tables show percent good factors (.33) which are simply the products of the trending factors (1.11) and the straight-line depreciation factors (.30). These percent good factors are used to find current replacement cost new less depreciation. It is **very important** to remember that in using the trending schedules, you do not apply the trend factor a second time as it has already been used in the calculation of the percent good factor.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
PROPERTY TAX SECTION

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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>AEROSPACE INDUSTRY</u>	17	B	8
Primarily engaged in the manufacture of aircraft, spacecraft, rockets, missiles and component parts.			
<u>AIR CONDITIONING EQUIPMENT</u>			
Heat Pumps - All Sizes.....	17	B	7
Large - 20 Tons and Over	17	B	20
Medium and Small - Under 20 Tons.....	17	B	10
<u>AIRPORT GROUND EQUIPMENT</u>	17	B	10
Unlicensed Vehicles	17	B	10
<u>AMUSEMENT AND RECREATION EQUIPMENT</u>			
A. Entertainment and Sports Venues			
Amusement Rides and Games (Bowlers, Pin Ball, Hobby Horses, etc.)	17	B	5
Billiards and Pool.....	17	B	10
Boats.....	17	B	5
Bowling Alleys & Lottery Ticket Sales Equipment	17	B	8
Coin Operated Electronic Games (Video Games)	17	B	3
Dance Studio.....	17	B	10
Gymnasium (Health Clubs)	17	B	10
Internet Sweepstakes, Video Poker Machines	17	B	5
Mobile Gaming Units	17	B	5
Museum	17	B	10
Music Machines, Pay-per-play Jukeboxes (includes digital), Karaoke Machines.....	17	B	5
Race Track	17	B	10
Rental Video Tapes, DVD's and Games.....	17	B	3
Video Rental Tape Player.....	17	B	3
B. Golf Carts	17	B	5
C. Miniature Golf Courses	17	B	10
D. Average All (Variety)	17	B	7
<u>APARTMENT AND ROOMING HOUSE (FF&E)</u>	19	G	8
<u>APPAREL AND OTHER FINISHED PRODUCTS MANUFACTURED FROM FABRICS, FABRICATED TEXTILE PRODUCTS AND SIMILAR MATERIALS</u>			
Fabrics - Knitwear and Fur	16	A	9

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* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
Leather Apparel.....	16	A	11
Miscellaneous Textile Products - Draperies and Canvas	16	A	9
Rubber Apparel.....	16	A	14
<u>ASPHALT ROOFING MATERIALS</u> <u>(EQUIPMENT USED TO MANUFACTURE)</u> <i>See Petroleum Products Manufacturing.</i>			
<u>AUTOMOBILE REPAIR AND SERVICE EQUIPMENT</u>			
Car Wash (Automatic or Coin Operated).....	21	J	5
Electric Vehicle Charging Stations.....	21	J	8
Portable Service Station Equipment	21	J	10
Recapping, Retreading and Rebuilding Tires.....	21	J	8
Service Stations, Garages and Body Shops	21	J	10
Service Station Leak Detection Equipment.....	21	J	8
Service Station Test Equipment.....	21	J	8
<u>BAKERIES - RETAIL (BAKING AND SELLING)</u>	16	A	10
<u>BANKS & SAVINGS AND LOAN EQUIPMENT</u>			
Automated Teller Machines (ATM).....	20	H	5
Check Scanners	20	H	10
Closed Circuit TV - Pneumatic.....	20	H	4
Currency Lockers.....	20	H	20
Currency Processing Solution Safe.....	20	H	20
Drive in Windows and Night Depository	20	H	10
Inner Gates	22	M	50
Portable Vaults, Vault Doors	22	M	50
Safe Deposit Box	20	H	20
Teller Lockers	20	H	20
Teller Service Areas and Systems	20	H	10
Vent Fans and Additions.....	22	M	50
Visual Pneumatic	20	H	10
<u>BARBER SHOP EQUIPMENT</u>	17	B	10
<u>BEAUTY SHOP EQUIPMENT</u>	17	B	8
Includes tanning, massage, manicure, pedicure, and other related salon equipment.			

BILLBOARDS - See the *Billboard Structures Valuation Guide* online at:
<https://www.ncdor.gov/reports-and-statistics/billboard-structures-valuation-guide>

* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>BOAT BUILDING</u>			
Boat Construction, Repair and Conversion	17	B	12
Fiberglass Boat Molds	17	B	3
<u>BOAT DOCKS</u> (Where Classified as Personalty)			
Steel or Other Metal Construction	17	B	20
Wood and Foam	17	B	5
<u>BOTTLING PLANT EQUIPMENT</u>	16	A	12
Manufacture, bottling or canning of soft drinks, fresh fruit drinks, mineral and distilled waters, carbonated beverages.			
<u>BROADCASTING - RADIO AND TV EQUIPMENT</u>			
Analog Television Broadcasting Equipment	17	B	5
Studio Broadcasting Equipment	17	B	6
Transmitting Towers	17	B	25
<u>CABLE MANUFACTURING</u>	20	I	10
Manufacture of fiber optic, coaxial, and data cable. Includes coaxial, composite, and twisted copper cable.			
<u>CABLE AND SATELLITE COMPANY EQUIPMENT</u>			
Distribution Systems - Cable (Coaxial and Fiber Optic)	17	B	10
Distribution Systems - Electronics (Node Electronics, Amplifiers, Couplers, Splitters)	27	U	5
Head-end Equipment, Hub Equipment	27	U	5
Subscriber Connections (Set-top Boxes, Modems, External House Drops)	27	U	5
Towers, Antennas, Dishes	17	B	25
<u>CELLULAR EQUIPMENT</u>			
A. Analog	17	B	3
Includes antenna cell site and cell equipment.			
B. Digital	27	U	6
Includes antenna cell site, cell equipment, microwave digital, tools and testing equipment, telephones, pagers, and antennas. (Includes 2G and 3G equipment in jurisdictions where the carrier HAS NOT deployed 4G or newer generation equipment in that jurisdiction.)			

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Next Page

* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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MAJOR CATEGORY

Page Schedule Life

C. Digital: Certain Obsolete Equipment..... 17 B 3
Includes obsolete, yet functioning, 2G and 3G
equipment if the carrier **HAS** deployed 4G or newer
generation equipment in that jurisdiction.

D. Power Supply, PBX (Internal Phone System), Cabinets,
Microwave Antennas 17 B 10

E. Towers, Concrete Structures Housing Cell Equipment.... 17 B 25

CEMENT MANUFACTURING AND CONCRETE PRODUCTS

Cement Manufacturing Plants 16 A 20
Concrete Products Manufacturing (Blocks, Pipe, etc.) 16 A 12
Mixers (Truck Mounted)..... 16 A 6
Portable Ready Mix Plants..... 16 A 8
Ready Mix Concrete Plants 16 A 15

Note: Cement manufacturing plants have a combination of quarrying and manufacturing
machinery which should be reported and appraised separately.

CHEMICAL AND ALLIED PRODUCTS 16 A 10

Establishments producing basic chemicals and
establishments manufacturing products by predominantly
chemical processes such as industrial gasses, drugs,
pharmaceutical, detergents, perfumes, cosmetics,
varnishes, cleaning preparations, paints, lacquers,
enamels, etc.

Manufacture of Compressed Gasses..... 16 A 8

**COMMUNICATION - TELEPHONE AND INTERCOM
SYSTEMS- PAY PHONES** 17 B 10

COMPUTER MANUFACTURING 20 I 8
Includes manufacturers engaged in the assembly of
computers.

CONTRACTOR'S EQUIPMENT

Barricades and Warning Devices..... 16 A 3
Cranes to 50 Tons, Shovels to 8 Cubic Yards 16 A 10
Cranes, Shovels, and Drag Lines 17 B 25
General Construction - Highway, Dams, etc. 16 A 8
Portable Asphalt Batch Plants..... 16 A 6

Continued
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* Indicates a change from last year.



STATE OF NORTH CAROLINA
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MAJOR CATEGORY

Page Schedule Life

Special Trade Contractors: Electrical Heating, Plumbing, Painting, Framing & Carpentry.....	16	A	10
Stationary Asphalt Batch Plants.....	16	A	14

*** COPYING AND PRINTING EQUIPMENT.....27** U 5

Includes computer printers, network computer printers,
copiers, scanners, multi-functioning devices, desktop 3-D
printers, portable commercial printing equipment, and
leased copying and printing equipment.

Industrial/Commercial 3-D Printers.....	16	A	11
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COTTON GINS AND COMPRESSES 16 A 12

Cotton gin machinery for removing seeds from raw cotton.
Cotton compresses are machines used to bale cotton after ginning.

DATA PROCESSING EQUIPMENT27 U 5

This category is for non-production computers. It includes personal computers, taxable software, smartboards, midrange and mainframe computers, and their peripherals used for data processing. Includes standard IBM compatible personal computers used in manufacturing and point of sale (POS) systems, but not proprietary POS units, such as computers built specifically to be used as POS computers or other proprietary computerized systems. For POS proprietary systems and electronic cash registers, see *Store Equipment*.

This category does not include computers embedded in machinery, nor does it include equipment or computers specifically designed for use in any other application directly related to manufacturing or retail. It does not include equipment that is an integral part of other capital equipment that is included in other classes of economic activity, such as computers used primarily for process or production control, switching, channeling, and automating distributive trades and services, such as proprietary POS computer systems.

This category does not include equipment of a kind used primarily for the amusement or entertainment of the user.

Note: Accelerated depreciation is used on data processing equipment. The residual is 5%.

DRILLING EQUIPMENT (GAS, PETROLEUM & WATER)

Exploration and Drilling Equipment.....	16	A	6
Includes water activated well drilling equipment that is mounted on vehicles.			

DRONES.....17 B 5

* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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MAJOR CATEGORY

Page Schedule Life

DRY CLEANING AND LAUNDRY EQUIPMENT

Self-Serve (Coin/Card Operated).....	17	B	6
Commercial.....	17	B	10
Leased and Rented Linens and Uniforms (Not trended).....	23	N	2

ELECTRIC ENERGY GENERATION EQUIPMENT

A. Biomass-Renewable Organic Matter Electricity Generating Equipment	26	T	18
B. Hydro-electric Generating Equipment	26	T	50
C. Natural Gas-Fired and Combined Cycle Electrical Generating Equipment.....	26	T	18
D. Photovoltaic Solar Electric Generating Equipment	26	T	18
E. Steam Powered Electric Generating Equipment.....	26	T	28
Includes assets used in the steam power production of electricity for sale, combustion turbines operated in a combined cycle with a conventional steam unit.			
F. Thermal Solar Electric Generating Equipment.....	26	T	18
G. Wind Power Electricity Generation Systems	26	T	18
Includes wind turbines, support shafts and foundations, ancillary lines, transformers, and other equipment necessary to move the electricity from the wind turbines to the utility's transmission line.			

ELECTRICAL EQUIPMENT..... 20 I 10

Includes the manufacture of electrical household
appliances, batteries, and machinery used in the generation
and utilization of electric energy.

ELECTRONIC EQUIPMENT

A. Manufacturing (50% or more) of electronic communication, detection, guidance, control, radiation computation, test and navigation equipment.	20	I	8
B. Manufacturers engaged only in the purchase and assembly of electronic components.....	20	I	12
C. Semi-Conductor Manufacturing	27	U	6


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* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
D. Semi-Conductor Testing Equip.....	27	U	8
E. Vapor De-pollution System	16	A	5
<u>FABRICATED METAL PRODUCTS</u>	16	A	12
Includes the manufacture of fabricated metal products such as cans, tin ware, hardware, metal structural products, architectural and ornamental metalwork, nuts, bolts, metal awnings, portable metal structures, etc.			
<u>FARM AND RANCH MACHINERY AND EQUIPMENT</u>	16	A	10
Includes all farm implements, machinery and equipment used in the production of crops and animals, on the farm processing of feeds, poultry and swine house equipment, tractors, combines, and cotton harvesters.			
<p> Note: Whenever possible, this equipment should be appraised using the market (sales comparison) approach. There are several good pricing guides available which provide market values of farm equipment based on sales. If the county appraises farm equipment using the cost approach, the A-10 schedule with a 25% residual is statutorily required for <u>all</u> equipment in this category! See G.S. 105-317.1(b1).</p>			
<u>FIBER OPTICS MANUFACTURING</u>	20	I	8
Manufacturers of glass fiber for fiber optics.			
<u>FOOD, BEVERAGE AND KINDRED PRODUCTS</u> <u>(MANUFACTURING, PACKAGING, AND PROCESSING)</u>			
Bakery Products	16	A	12
Brewery and Distillery, Winery Equipment.....	16	A	12
Canned, Preserved Fruits and Vegetables	16	A	12
Confectionery and Related Products	16	A	12
Creamery and Dairy Products.....	16	A	12
Grain Mill Products.....	16	A	17
Includes assets used in the production of flours, cereals, livestock feeds, and other grain and grain mill products; large hammer mills.			
Grain Tanks.....	16	A	15
Miscellaneous Food Preparations (Examples: Honey and Potato Chips)	16	A	12
Sugar and Sugar Products	16	A	18
Vegetable Oil Products	16	A	18

* Indicates a change from last year.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
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MAJOR CATEGORY

Page Schedule Life

FURNITURE MANUFACTURE OF WOOD PRODUCTS,
(EXCLUDES LUMBER MANUFACTURING)

16 A 10

GLASS AND GLASS PRODUCTS

(EXCLUDES MANUFACTURE OF LENSES).....

16 A 14

Includes the manufacture of glassware, pressed or blown,
and the manufacture of products from purchased glass,
such as quartz and Pyrex, laboratory apparatus, art glass,
doors made from purchased glass, glass containers, plate,
safety and window glass.

Manufacture of Mirrors.....

16 A 10

HOTEL, MOTEL AND RESORT EQUIPMENT

19 D 10

Televisions

17 B 5

LANDSCAPING EQUIPMENT.....

16 A 8

IDLE EQUIPMENT

Equipment that has been taken off production status on a permanent basis is considered to be idle equipment. This classification should not be confused with equipment that is temporarily idle due to not yet being placed into production (CIP), a downturn in the economy, seasonal production, routine maintenance, etc. Although we recommend in most cases that some additional depreciation adjustment be made to verified idle equipment, there is no firm guideline as to what adjustment should be made to determine the final value.

In determining the amount of adjustment, the county appraiser must review each situation, taking into account all the factors affecting the property such as age, condition, past and future uses, marketability, remaining life, and reasons for the equipment being idle.

INSTRUMENTS (PROFESSIONAL, SCIENTIFIC &
CONTROLLING, PHOTOGRAPHIC AND OPTICAL,
WATCHES AND CLOCKS).

17 B 12

Includes establishments in manufacturing scientific and
research instruments such as meters - gas, liquid, tallying
and measuring; optical elements and assemblies, hearing
aids, hearing test equipment, wheel chairs, prosthetic
devices, contact lenses, photographic accessories, data
cameras, watches and clocks.

* Indicates a change from last year.



STATE OF NORTH CAROLINA
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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>LEASED OFFICE BUSINESS MACHINES</u> 25	25	S	5
This category also includes leased fax machines and communication equipment. It <u>does not</u> include electronic data processing equipment, portable commercial printing equipment, copiers, and mailing and postage machines.			
<u>LEATHER AND LEATHER PRODUCTS</u> 16	16	A	11
Includes the manufacture of finished leather products; tanning, currying and finishing of hides and skins; and the processing of fur pelts. For example: footwear, handbags, saddles, harnesses, luggage, etc.			
<u>LUMBERING</u>			
Logging Equipment. 16	16	A	8
Sawmill (Portable) 16	16	A	6
Sawmill Machinery and Equipment (Permanent Mills)..... 16	16	A	10
Includes lumber manufacturing.			
<u>* MACHINERY AND MANUFACTURING</u> 16	16	A	10
Includes the manufacture of machinery such as engines and turbines; ball and roller bearings; farm, construction, mining, food products, office, and paper industry machinery; compressors, pumps, blowers, industrial patterns, process furnaces and ovens, service industry machines, and equipment used in machine shops. Excludes the manufacture of electrical machinery.			
<u>MANUFACTURED HOME MANUFACTURING</u> 17	17	B	10
<u>MEAT PRODUCTS - MANUFACTURING, PACKAGING AND PROCESSING</u> 16	16	A	12
<u>MEDICAL EQUIPMENT</u> 18	18	C	10
Includes medical, dental, nursing home, hospital, veterinarian, laboratory and pharmaceutical machinery and equipment.			
CAT Scan & MRI Equipment. 18	18	C	6
<u>METAL WORKING MACHINERY</u> 16	16	A	12
Manufacture of metal cutting, grinding, forming machines, jigs, dies, fixtures and accessories.			

* Indicates a change from last year.



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MAJOR CATEGORY

Page Schedule Life

**MINING, QUARRYING AND PROCESSING (METAL
AND NON-METAL)**

Cranes, Shovels and Drag Lines	17	B	25
Environmental Equipment	16	A	12
Foil Manufacturing	16	A	8

A. Metal:

Metal Processing Plants (Ex. Custom Smelters)	16	A	20
Milling and Chemical Plant Equipment.....	16	A	15
Mining Equipment.....	16	A	10

B. Non-Metal:

Granite Quarrying and Processing	16	A	9
Mining and Quarrying.....	16	A	10
Includes non-metallic minerals such as sand and gravel, ceramic clay, cinder, stone (other than granite), chemicals, and fertilizers.			
Portable Sand and Gravel Units.	16	A	8

MISCELLANEOUS MANUFACTURING 16 A 12

Industries engaged in manufacturing the following:
jewelry, silverware and plated ware, musical instruments,
toys, amusement, sporting and athletic goods, pens,
pencils, and other artist's materials, costume jewelry,
notions, brooms and brushes, etc.

MODULAR OFFICE SPACE--TRANSPORTABLE 17 B 10

MORTUARY AND CEMETERY EQUIPMENT 17 B 10

MOTOR VEHICLE PARTS AND ACCESSORIES 17 B 12

Includes the manufacture of custom automobiles, vans,
special truck bodies, catering, garbage, etc. The category
also includes the manufacture of parts and accessories
such as brake pads, shock absorbers, trailer hitches, etc.

**OFFICE FURNITURE, FIXTURES, MACHINES
AND EQUIPMENT** 21 K 10

Includes mailing and postage machines, fax machines,
burglar alarms, fire alarms, office furniture, security
systems, etc. It does not include personal computers.

* Indicates a change from last year.



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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>PAPER AND ALLIED PRODUCTS</u>			
A. Paper Finishing and Converting.....	16	A	12
Includes the finishing and converting of paper into cartons, bags, envelopes, and other similar products.			
B. Pulp and Paper.....	16	A	16
Includes the manufacture of pulp and pulp products from wood, rags, and other fibers. Also included is the manufacture of paper and paperboard products.			
* <u>PETROLEUM PRODUCTS MANUFACTURING</u>	16	A	14
Includes equipment used in manufacturing asphalt shingles, roofing materials etc.			
<u>PETROLEUM AND GAS</u>			
Natural Gas and Helium Production Plants.....	16	A	14
Oil and Gas Well Production Equipment	16	A	14
Includes well head equipment, gathering pipelines and related storage facilities.			
Petroleum Refining Plants	16	A	16
Petroleum Storage Facilities	16	A	16
Propane Gas Tanks and Distribution Equipment	17	B	25
<u>PHOTOGRAPHIC</u>			
Automatic Film Processing Equipment.....	18	C	9
Includes 1-hour photo type.			
Self-service Digital Input Photo Equipment.....	18	C	6
<u>PLASTIC PRODUCTS</u>	16	A	11
Includes the manufacture of processed, fabricated and finished plastic products as well as the manufacture of basic plastic materials such as plastic bottles, Styrofoam cups and packaging materials, plastic pipe, tubing, plastic screen, fiberglass bathroom fixtures, etc.			
<u>PRIMARY METAL INDUSTRIES</u>			
Includes most hot metal processes such as the manufacture of foundry products, castings, forgings, sheet metal, pipe tubing, structural shapes and wire.			
Ferrous - Iron	16	A	18
Non-ferrous - Aluminum, Copper	16	A	14

* Indicates a change from last year.



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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>PRINTING AND PUBLISHING</u> 16 Includes printing, publishing, lithography, and printing services such as bookbinding, typesetting, photo engravings, and electrotyping.	16	A	11
<u>Note:</u> Electronic data processing and other computer equipment used in publishing should be listed and appraised separately.			
<u>PROFESSIONAL EQUIPMENT (MISCELLANEOUS)</u> 17 Includes architects, accountants, engineers, photographic studio equipment, taxidermists, hobby and craft shops, graphic design illustrations, etc.	17	B	10
<u>PROFESSIONAL LIBRARIES</u> 24 Accountants, Architects, Engineers, Law, Medical, etc.	24	O	
<u>Note:</u> Used volumes in good saleable condition should be appraised at 1/3 of original cost, regardless of age.			
<u>REFRIGERATION EQUIPMENT</u> 17 Vacuum Cooling Stationary..... 17 Vacuum Cooling Portable..... 17	17	B	10
	17	B	10
	17	B	8
<u>RENTAL EQUIPMENT</u> 25 The equipment covered by this schedule consists of, but is not limited to, the following: hand tools, portable gasoline powered equipment, service equipment, small mixers, lawn and garden equipment, printing equipment, leased furniture and fixtures, etc. These schedules are also for property which is typically rented on an hourly or daily basis.	25	P	5
<u>REPAIR SHOP EQUIPMENT</u> 16 Includes electrical, watch, clock, jewelry, radio, TV, upholstery, furniture, household appliances, welding, locksmith, shoe, etc.	16	A	10
<u>RESTAURANT, BAR AND SODA FOUNTAIN EQUIPMENT</u> 19 Includes all eating and drinking establishments selling prepared food and/or drinks, as well as equipment installed on food trucks.	19	E	10

* Indicates a change from last year.



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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>RUBBER PRODUCTS</u> 16 Includes the manufacture of finished rubber products.	16	A	14
<u>SCALES</u>			
10 - 25 Tons 16	16	A	20
Less than 10 Tons 16	16	A	10
Portable 16	16	A	10
<u>SCHOOL EQUIPMENT</u> 19	19	D	10
<u>SCRAP METAL</u> 16 Equipment used in the cutting, wrecking, and storing of scrap metals.	16	A	10
<u>SIGNS OTHER THAN BILLBOARDS</u> 24 Includes on and off premise signs erected for the purpose of information and direction. If the sign is considered a "logo" type, it should be listed at historical cost and depreciated on a 10 to 20-year life.	24	O	10 - 20
<u>SPECIAL PROPERTIES</u> 24	24	O	
<u>STONE AND CLAY PRODUCTS EXCEPT CEMENT</u> 16 Includes the manufacture of structural clay products such as brick, tile, pipe, etc. The category also includes pottery and related products such as vitreous china, plumbing fixtures, earthenware, ceramic insulating materials, asphalt building materials, gypsum and plaster products, cut and finished stone and abrasives, asbestos, and miscellaneous non-metallic mineral products.	16	A	15
<u>STORE EQUIPMENT</u>			
A. Retail, Wholesale and Supply 19 Includes general merchandise, building materials, hardware, apparel, accessory, furniture, home furnishings, equipment, jewelry, food, grocery, wholesale, supply, and miscellaneous retail store equipment, etc.	19	D	10
B. Point of Sale (POS) and Proprietary Computerized POS Units 19 Includes peripherals, hand held computers and electronic cash registers. It <u>does not</u> include personal	19	D	6

Continued
Next Page

* Indicates a change from last year.



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MAJOR CATEGORY

Page Schedule Life

computers used as POS terminals or computers acting
as servers. See *Data Processing Equipment*.

STRAIGHT LINE SCHEDULES 23 N

When using the straight line schedules, a residual value of
25% remains in effect unless variation is indicated by the
property being appraised.

TELECOMMUNICATIONS SWITCH MANUFACTURING

Switch Manufacturing Equipment 27 U 8

Switch Testing Equipment 27 U 6

TESTING EQUIPMENT 25 R 8

Includes equipment used in research and development.

TEXTILE MILL PRODUCTS 16 A 10

Includes the manufacture of spun, woven or processed
yarns and fabrics from natural or synthetic fibers.

Textile finishing and dying 16 A 8

Note: For idle equipment see *Idle Equipment*. A 5% residual for equipment acquired in
2009 and earlier remains applicable if deemed appropriate by the appraiser.

THEATER EQUIPMENT 19 D 10

TOBACCO AND TOBACCO PRODUCTS

MANUFACTURING 16 A 15

TOOLS, MOLDS, DIES AND JIGS 24 O 2 - 7

Special tools are defined as tools used in manufacturing;
such as molds, dies, and jigs which are specifically
designed for the production or processing of particular
parts and have no significant utilitarian value and cannot
be adapted to a further or different use after changes or
improvements are made in the model design of the
particular part produced by the special tools. This category
excludes general purpose small tools.

Note: It will be necessary to determine from the manufacturer the average life of this category
of property. Once the proper life has been determined, apply the straight-line Schedule N.

* Indicates a change from last year.



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<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>TRANSPORTATION EQUIPMENT</u>	17	B	12
This category includes the manufacture of motor homes, campers, and motorcycles.			
<u>VENDING EQUIPMENT</u>	24	O	6
Includes food, beverages, cigarettes, change, newspapers, photo, stamps, breathalyzer, cellphone analysis, movies, games, tools, keys, and used electronics.			
Automatic Bulk Ice Vending Machines	17	B	8
<u>WAREHOUSE MATERIALS HANDLING EQUIPMENT</u>	16	A	10
Includes forklifts and pallets.			
<u>WASTE MANAGEMENT</u>	17	B	8
Includes assets and equipment used in the collection and management of household garbage and similar waste; Green Box containers; toters; and similar equipment.			
<u>WIRE PRODUCTS MANUFACTURING</u>	16	A	14
Establishments primarily engaged in the manufacture of wire.			
<u>WOODWORKING EQUIPMENT</u>	19	F	10

* Indicates a change from last year.

The seal of the State of North Carolina is circular. It features two female figures: Liberty on the left, holding a staff with a Phrygian cap and a scroll, and Justice on the right, seated and holding a scale. The text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA" is inscribed around the top inner edge. The date "MAY 20, 1775" is at the top, and "APRIL 12, 1776" is at the bottom. A motto scroll at the very bottom reads "ESSE QUAM VIDERI".


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Percent Good Factors

[illegible]

Do not apply the trend factors to the percent good factors. The percent good factors already have the trend factors incorporated. This is true for all schedules in this manual.			
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2020 Cost Index and Depreciation Schedules


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		Department of Revenue								Effective 1/1/2020							
		Property Tax Section															

The seal of the State of North Carolina, featuring a circular design with the text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA" around the top and "1776" at the bottom. The central image depicts a female figure (Liberty) holding a torch and a scroll, and a male figure (Justice) seated and holding a scale. The date "MAY 20, 1776" is inscribed above the figures, and "APRIL 12, 1776" is inscribed below them. The motto "ESSE QUAM VIDERI" is at the bottom.

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[illegible]

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		Property Tax Section											
		Schedules D, E, F, G, Valuation Table											
		Historical (Original) Cost											
		Percent Good Factors											
		Schedule D			Schedule E			Schedule F			Schedule G		
Year		Trend	Life		Trend	Life		Trend	Life		Trend	Life	
Acq'd	Age	Factor	6	10	Factor	10		Factor	10		Factor	8	
2019	1	1.00	83	90	1.00	90		1.00	90		1.00	87	
2018	2	1.04	70	83	1.03	82		1.02	82		1.03	77	
2017	3	1.06	53	74	1.04	73		1.05	74		1.05	66	
2016	4	1.07	35	64	1.05	63		1.07	64		1.06	53	
2015	5	1.08	18	54	1.06	53		1.08	54		1.07	40	
2014	6	1.10	15	44	1.08	43		1.12	45		1.09	27	
2013	7	1.12		34	1.10	33		1.15	35		1.12	25	
2012	8	1.13		25	1.11	25		1.18	25		1.14		

The seal of the State of North Carolina, featuring a circular design with the text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA" around the perimeter. Inside the circle, two female figures stand on either side of a central shield, holding a torch and a scroll. The date "MAY 20 1790" is at the top and "APRIL 12 1776" is at the bottom. The motto "ESSE QUAM VIDERI" is inscribed at the very bottom.

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Percent Good Factors

[illegible]

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Percent Good Factors

[illegible]

2020 Cost Index and Depreciation Schedules



State of North Carolina
Department of Revenue
Property Tax Section

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Schedule M

Portable Bank Vaults, Vault Doors, Additions, Inner Gates, Vent Fans, Etc.

			Pct.				Pct.
Age	Depreciation	Good		Age	Depreciation	Good	
1	0.0	100.0		26	25.0	75.0	
2	0.5	99.5		27	26.0	74.0	
3	1.0	99.0		28	27.5	72.5	
4	1.5	98.5		29	28.5	71.5	
5	2.5	97.5		30	30.0	70.0	
6	3.0	97.0		31	30.5	69.5	
7	4.0	96.0		32	31.5	68.5	
8	5.0	95.0		33	32.5	67.5	
9	6.5	93.5		34	33.5	66.5	
10	8.0	92.0		35	34.5	65.5	
11	9.0	91.0		36	36.0	64.0	
12	10.0	90.0		37	37.5	62.5	
13	11.0	89.0		38	38.5	61.5	
14	12.0	88.0		39	40.0	60.0	
15	12.5	87.5		40	42.0	58.0	
16	13.5	86.5		41	43.5	56.5	
17	14.5	85.5		42	44.5	55.5	
18	16.0	84.0		43	45.5	54.5	
19	17.5	82.5		44	47.0	53.0	
20	18.5	81.5		45	48.0	52.0	
21	19.5	80.5		46	49.5	50.5	
22	20.0	80.0		47	50.5	49.5	
23	21.5	78.5		48	52.0	48.0	
24	22.5	77.5		49	55.0	45.0	
25	23.5	76.5		50	60.0	40.0	

Note: Vaults, vault doors, additions, inner gates and vent fans depreciate the same as the main building. The depreciation factors above should only be used when this property is not included in the building valuation.


The seal of the State of North Carolina is circular. It features two female figures: Liberty on the left, holding a staff with a Phrygian cap and a scroll, and Justice on the right, seated and holding a scale. Between them is a vertical pole with a wreath. The outer ring contains the text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA" at the top and "1776" at the bottom. Inside the ring, the date "MAY 20, 1776" is at the top and "APRIL 12, 1776" is at the bottom. At the very bottom, the motto "ESSE QUAM VIDERI" is inscribed.

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Straight Line Depreciation Table

[illegible]

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	State of North Carolina				Page 24			
	Department of Revenue				Effective 1/1/2020			
	Property Tax Section							
Schedule O								
Special Properties Life Years								
PROFESSIONAL LIBRARIES								
Accountants, Architects, Engineers, Law, Medical, Etc.								
Used volumes in good, saleable condition are to be appraised at 1/3 of historical cost, regardless of age.								
BILLBOARDS - Refer to the "Billboard Structures Valuation Guide" online:								
https://www.ncdor.gov/reports-and-statistics/billboard-structures-valuation-guide								
SIGNS (other than billboards)						Life years 10 - 20		
TOOLS MOLDS DIES & JIGS						Life years 2 - 7		
The appraiser will have to determine from the individual manufacturer the average life of this type of property. Once the appropriate life is determined, appraise using schedule N with a residual value of 25%.								
VENDING EQUIPMENT								
Automatic Bulk Ice Vending Machines.....						17	B	8
Cigarette Vendors.....						24	O	6
Food Vendors (Soft Drink, Candy, Hot and Cold Foods, Popcorn etc.).....						24	O	6
Leased Ice Machines.....						24	O	6
Miscellaneous (Change, Newspaper, Photo, Stamps, Breathalyzer, Cellphone Analysis, etc.).....						24	O	6
Movie/Game Vending Machines.....						24	O	6
Used Electronics Vending Machines.....						24	O	6
Use straight line schedule for the correct life years. (Schedule N)								

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Percent Good Factors

[illegible]

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Historical (Original) Cost

Year	Age	Trend		Life Years		Year	Age	Trend	Life Years	
Acq'd	Yrs	Factor	18	28	50	Acq'd	Yrs	Factor	28	50

				2019	1	1.00	94	96	98	1994	26	2.10	25	101
				2018	2	1.16	103	108	111	1993	27	2.18		100
				2017	3	1.18	98	105	110	1992	28	2.24		99
				2016	4	1.21	94	103	111	1991	29	2.31		97
				2015	5	1.21	88	100	109	1990	30	2.35		94
				2014	6	1.27	85	100	112	1989	31	2.37		90
Note: The 50-year				2013	7	1.41	86	106	121	1988	32	2.46		89
life schedule increases				2012	8	1.46	81	104	123	1987	33	2.63		90
because the positive				2011	9	1.55	78	105	127	1986	34	2.81		90
trend is greater than				2010	10	1.59	71	102	127	1985	35	2.90		87
the 2 percent annual				2009	11	1.63	63	99	127	1984	36	3.46		97
straight line depreciation				2008	12	1.64	55	94	124	1983	37	3.77		98
rate. The 18 and 28-yr life				2007	13	1.63	45	87	120	1982	38	3.94		95
schedules may have an				2006	14	1.66	37	83	119	1981	39	4.22		93
increasing trend in some				2005	15	1.67	28	78	117	1980	40	4.79		96
years as well.				2004	16	1.69	25	73	115	1979	41	5.01		90
				2003	17	1.73		68	114	1978	42	5.92		95
				2002	18	1.75		63	112	1977	43	6.14		86
				2001	19	1.76		56	109	1976	44	6.40		77
				2000	20	1.81		52	108	1975	45	6.82		68
				1999	21	1.85		46	107	1974	46	7.32		59
				1998	22	1.87		40	105	1973	47	7.67		46
				1997	23	1.89		34	102	1972	48	8.01		32
				1996	24	1.93		28	100	1971	49	8.34		25
				1995	25	2.01		25	101	1970	50	8.37		

Do not apply the trend factors to the percent good factors. The percent good factors already have the trend factors incorporated. This is true for all schedules in this manual.

The seal of the State of North Carolina, featuring a circular design with the text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA" around the perimeter. Inside the circle, there is a figure of a Native American holding a bow and arrow, and a date "MAY 20, 1776" at the top. Below the figure, it says "APRIL 12, 1776" and "ESSE QUAM VIDERI".

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[illegible]

2020 Value Guide Lines

2020 Cost Index & Depreciation Schedules prepared by the North Carolina Department of Revenue, Property Tax Division

Motor Vehicles – TEC Data – Values per vehicle identification number

Boats – Nada Marine Appraisal Guide or actual cost (if available) minus depreciation

Single Wide Mobiles Homes – Marshall and Swift Guidelines

Based on Quality, Condition, Age and Size
(See Attached Schedule)

Motor Vehicles (Untagged)

Antiques Cars & Trucks – All Makes & Models	1980 & Older	\$3000
Salvage, Junk, For Parts	\$250	
Poor Condition	¼ Book Value	Minimum \$500
Fair Condition	½ Book Value	Minimum \$500 Trucks/Vans \$800
Average Condition and Better	Book Value	Minimum \$500 Trucks/Vans \$800

Boats, Permanent Tag Trailers, Aircraft, etc

Use this schedule if enough information available

If Purchased Price is indicated use

B 12 Depreciation Schedule

<u>Year Purchased</u>	<u>% of cost</u>
2019	92
2018	85
2017	79
2016	71
2015	62
2014	55
2013	47
2012	37
2011	29
2010 & prior	25

MINIMUM VALUES \$

Boat motors	100
Boats	200
Junk boats	150
Boat trailers	300
Campers	500
Motor Cycles	300
Motor Cycles (1980 & older junk)	150
Jet Skis	500
Motor Homes	1000
Utility Trailer	300
Utility Trailer (16ft & above)	500
Perm/Multi Year Tag Trailers	500

Jon Boat

If no purchase price given \$

2019	600
2018	550
2017	500
2016	450
2015	400
2014	350
2013	300
2012	250
2011 & older	200

International Registration Plan
(Plate) 2500

Mobile Homes

Storage	½ Value
Junk	500

If listed previously 92% of 2019 value

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Low Schedule C Values

SIZE	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22-43 YR	44YR and Older
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998-1977	1976
% GOOD	100	97	93	89	85	80	76	72	67	62	57	52	47	43	39	34	30	27	24	22	21	21	20	15
8*20	10,287	9,978	9,567	9,155	8,744	8,230	7,818	7,407	6,892	6,378	5,864	5,349	4,835	4,423	4,012	3,498	3,086	2,777	2,469	2,263	2,160	2,160	2,057	1,543
8*23	11,306	10,967	10,515	10,062	9,610	9,045	8,593	8,140	7,575	7,010	6,444	5,879	5,314	4,862	4,409	3,844	3,392	3,053	2,713	2,487	2,374	2,374	2,261	1,696
8*28	13,169	12,774	12,247	11,720	11,194	10,535	10,008	9,482	8,823	8,165	7,506	6,848	6,189	5,663	5,136	4,477	3,951	3,556	3,161	2,897	2,765	2,765	2,634	1,975
8*31	14,219	13,792	13,224	12,655	12,086	11,375	10,806	10,238	9,527	8,816	8,105	7,394	6,683	6,114	5,545	4,834	4,266	3,839	3,413	3,128	2,986	2,986	2,844	2,133
8*32	14,631	14,192	13,607	13,022	12,436	11,705	11,120	10,534	9,803	9,071	8,340	7,608	6,877	6,291	5,706	4,975	4,389	3,950	3,511	3,219	3,073	3,073	2,926	2,195
8*34	15,341	14,881	14,267	13,653	13,040	12,273	11,659	11,046	10,278	9,511	8,744	7,977	7,210	6,597	5,983	5,216	4,602	4,142	3,682	3,375	3,222	3,222	3,068	2,301
8*35	15,633	15,164	14,539	13,913	13,288	12,506	11,881	11,256	10,474	9,692	8,911	8,129	7,348	6,722	6,097	5,315	4,690	4,221	3,752	3,439	3,283	3,283	3,127	2,345
8*36	16,038	15,557	14,915	14,274	13,632	12,830	12,189	11,547	10,745	9,944	9,142	8,340	7,538	6,896	6,255	5,453	4,811	4,330	3,849	3,528	3,368	3,368	3,208	2,406
8*39	16,994	16,484	15,804	15,125	14,445	13,595	12,915	12,236	11,386	10,536	9,687	8,837	7,987	7,307	6,628	5,778	5,098	4,588	4,079	3,739	3,569	3,569	3,399	2,549
8*40	17,393	16,871	16,175	15,480	14,784	13,914	13,219	12,523	11,653	10,784	9,914	9,044	8,175	7,479	6,783	5,914	5,218	4,696	4,174	3,826	3,653	3,653	3,479	2,609
8*44	18,694	18,133	17,385	16,638	15,890	14,955	14,207	13,460	12,525	11,590	10,656	9,721	8,786	8,038	7,291	6,356	5,608	5,047	4,487	4,113	3,926	3,926	3,739	2,804
8*45	19,086	18,513	17,750	16,987	16,223	15,269	14,505	13,742	12,788	11,833	10,879	9,925	8,970	8,207	7,444	6,489	5,726	5,153	4,581	4,199	4,008	4,008	3,817	2,863
8*60	23,965	23,246	22,287	21,329	20,370	19,172	18,213	17,255	16,057	14,858	13,660	12,462	11,264	10,305	9,346	8,148	7,190	6,471	5,752	5,272	5,033	5,033	4,793	3,595
10*32	16,476	15,982	15,323	14,664	14,005	13,181	12,522	11,863	11,039	10,215	9,391	8,568	7,744	7,085	6,426	5,602	4,943	4,449	3,954	3,625	3,460	3,460	3,295	2,471
10*33	16,945	16,437	15,759	15,081	14,403	13,556	12,878	12,200	11,353	10,506	9,659	8,811	7,964	7,286	6,609	5,761	5,084	4,575	4,067	3,728	3,558	3,558	3,389	2,542
10*36	18,012	17,472	16,751	16,031	15,310	14,410	13,689	12,969	12,068	11,167	10,267	9,366	8,466	7,745	7,025	6,124	5,404	4,863	4,323	3,963	3,783	3,783	3,602	2,702
10*38	18,773	18,210	17,459	16,708	15,957	15,018	14,267	13,517	12,578	11,639	10,701	9,762	8,823	8,072	7,321	6,383	5,632	5,069	4,506	4,130	3,942	3,942	3,755	2,816
10*40	19,516	18,931	18,150	17,369	16,589	15,613	14,832	14,052	13,076	12,100	11,124	10,148	9,173	8,392	7,611	6,635	5,855	5,269	4,684	4,294	4,098	4,098	3,903	2,927
10*43	20,511	19,896	19,075	18,255	17,434	16,409	15,588	14,768	13,742	12,717	11,691	10,666	9,640	8,820	7,999	6,974	6,153	5,538	4,923	4,512	4,307	4,307	4,102	3,077
10*45	21,396	20,754	19,898	19,042	18,187	17,117	16,261	15,405	14,335	13,266	12,196	11,126	10,056	9,200	8,344	7,275	6,419	5,777	5,135	4,707	4,493	4,493	4,279	3,209
10*46	21,670	21,020	20,153	19,286	18,420	17,336	16,469	15,602	14,519	13,435	12,352	11,268	10,185	9,318	8,451	7,368	6,501	5,851	5,201	4,767	4,551	4,551	4,334	3,251
10*47	21,940	21,282	20,404	19,527	18,649	17,552	16,674	15,797	14,700	13,603	12,506	11,409	10,312	9,434	8,557	7,460	6,582	5,924	5,266	4,827	4,607	4,607	4,388	3,291
10*48	22,376	21,705	20,810	19,915	19,020	17,901	17,006	16,111	14,992	13,873	12,754	11,636	10,517	9,622	8,727	7,608	6,713	6,042	5,370	4,923	4,699	4,699	4,475	3,356
10*50	23,113	22,420	21,495	20,571	19,646	18,490	17,566	16,641	15,486	14,330	13,174	12,019	10,863	9,939	9,014	7,858	6,934	6,241	5,547	5,085	4,854	4,854	4,623	3,467
10*52	23,844	23,129	22,175	21,221	20,267	19,075	18,121	17,168	15,975	14,783	13,591	12,399	11,207	10,253	9,299	8,107	7,153	6,438	5,723	5,246	5,007	5,007	4,769	3,577
10*54	24,565	23,828	22,845	21,863	20,880	19,652	18,669	17,687	16,459	15,230	14,002	12,774	11,546	10,563	9,580	8,352	7,370	6,633	5,896	5,404	5,159	5,159	4,913	3,685
10*55	24,850	24,105	23,111	22,117	21,123	19,880	18,886	17,892	16,650	15,407	14,165	12,922	11,680	10,686	9,692	8,449	7,455	6,710	5,964	5,467	5,219	5,219	4,970	3,728
10*56	25,275	24,517	23,506	22,495	21,484	20,220	19,209	18,198	16,934	15,671	14,407	13,143	11,879	10,868	9,857	8,594	7,583	6,824	6,066	5,561	5,308	5,308	5,055	3,791
10*57	25,700	24,929	23,901	22,873	21,845	20,560	19,532	18,504	17,219	15,934	14,649	13,364	12,079	11,051	10,023	8,738	7,710	6,939	6,168	5,654	5,397	5,397	5,140	3,855
10*58	26,005	25,225	24,185	23,144	22,104	20,804	19,764	18,724	17,423	16,123	14,823	13,523	12,222	11,182	10,142	8,842	7,802	7,021	6,241	5,721	5,461	5,461	5,201	3,901
10*60	26,725	25,923	24,854	23,785	22,716	21,380	20,311	19,242	17,906	16,570	15,233	13,897	12,561	11,492	10,423	9,087	8,018	7,216	6,414	5,880	5,612	5,612	5,345	4,009
10*64	28,072	27,230	26,107	24,984	23,861	22,458	21,335	20,212	18,808	17,405	16,001	14,597	13,194	12,071	10,948	9,544	8,422	7,579	6,737	6,176	5,895	5,895	5,614	4,211
10*65	28,488	27,633	26,494	25,354	24,215	22,790	21,651	20,511	19,087	17,663	16,238	14,814	13,389	12,250	11,110	9,686	8,546	7,692	6,837	6,267	5,982	5,982	5,698	4,273
10*70	30,128	29,224	28,019	26,814	25,609	24,102	22,897	21,692	20,186	18,679	17,173	15,667	14,160	12,955	11,750	10,244	9,038	8,135	7,231	6,628	6,327	6,327	6,026	4,519

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Low Schedule C Values																								
SIZE	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22-43 YR	44YR and Older
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998-1977	1976
% GOOD	100	97	93	89	85	80	76	72	67	62	57	52	47	43	39	34	30	27	24	22	21	21	20	15
12*32	17,772	17,239	16,528	15,817	15,106	14,218	13,507	12,796	11,907	11,019	10,130	9,241	8,353	7,642	6,931	6,042	5,332	4,798	4,265	3,910	3,732	3,732	3,554	2,666
12*36	19,355	18,774	18,000	17,226	16,452	15,484	14,710	13,936	12,968	12,000	11,032	10,065	9,097	8,323	7,548	6,581	5,807	5,226	4,645	4,258	4,065	4,065	3,871	2,903
12*40	20,939	20,311	19,473	18,636	17,798	16,751	15,914	15,076	14,029	12,982	11,935	10,888	9,841	9,004	8,166	7,119	6,282	5,654	5,025	4,607	4,397	4,397	4,188	3,141
12*42	21,700	21,049	20,181	19,313	18,445	17,360	16,492	15,624	14,539	13,454	12,369	11,284	10,199	9,331	8,463	7,378	6,510	5,859	5,208	4,774	4,557	4,557	4,340	3,255
12*44	22,442	21,769	20,871	19,973	19,076	17,954	17,056	16,158	15,036	13,914	12,792	11,670	10,548	9,650	8,752	7,630	6,733	6,059	5,386	4,937	4,713	4,713	4,488	3,366
12*45	22,918	22,230	21,314	20,397	19,480	18,334	17,418	16,501	15,355	14,209	13,063	11,917	10,771	9,855	8,938	7,792	6,875	6,188	5,500	5,042	4,813	4,813	4,584	3,438
12*46	23,223	22,526	21,597	20,668	19,740	18,578	17,649	16,721	15,559	14,398	13,237	12,076	10,915	9,986	9,057	7,896	6,967	6,270	5,574	5,109	4,877	4,877	4,645	3,483
12*47	23,517	22,811	21,871	20,930	19,989	18,814	17,873	16,932	15,756	14,581	13,405	12,229	11,053	10,112	9,172	7,996	7,055	6,350	5,644	5,174	4,939	4,939	4,703	3,528
12*48	23,985	23,265	22,306	21,347	20,387	19,188	18,229	17,269	16,070	14,871	13,671	12,472	11,273	10,314	9,354	8,155	7,196	6,476	5,756	5,277	5,037	5,037	4,797	3,598
12*50	24,737	23,995	23,005	22,016	21,026	19,790	18,800	17,811	16,574	15,337	14,100	12,863	11,626	10,637	9,647	8,411	7,421	6,679	5,937	5,442	5,195	5,195	4,947	3,711
12*51	25,008	24,258	23,257	22,257	21,257	20,006	19,006	18,006	16,755	15,505	14,255	13,004	11,754	10,753	9,753	8,503	7,502	6,752	6,002	5,502	5,252	5,252	5,002	3,751
12*52	25,468	24,704	23,685	22,667	21,648	20,374	19,356	18,337	17,064	15,790	14,517	13,243	11,970	10,951	9,933	8,659	7,640	6,876	6,112	5,603	5,348	5,348	5,094	3,820
12*53	25,929	25,151	24,114	23,077	22,040	20,743	19,706	18,669	17,372	16,076	14,780	13,483	12,187	11,149	10,112	8,816	7,779	7,001	6,223	5,704	5,445	5,445	5,186	3,889
12*54	26,190	25,404	24,357	23,309	22,262	20,952	19,904	18,857	17,547	16,238	14,928	13,619	12,309	11,262	10,214	8,905	7,857	7,071	6,286	5,762	5,500	5,500	5,238	3,929
12*55	26,438	25,645	24,587	23,530	22,472	21,150	20,093	19,035	17,713	16,392	15,070	13,748	12,426	11,368	10,311	8,989	7,931	7,138	6,345	5,816	5,552	5,552	5,288	3,966
12*56	26,892	26,085	25,010	23,934	22,858	21,514	20,438	19,362	18,018	16,673	15,328	13,984	12,639	11,564	10,488	9,143	8,068	7,261	6,454	5,916	5,647	5,647	5,378	4,034
12*57	27,345	26,525	25,431	24,337	23,243	21,876	20,782	19,688	18,321	16,954	15,587	14,219	12,852	11,758	10,665	9,297	8,204	7,383	6,563	6,016	5,742	5,742	5,469	4,102
12*58	27,653	26,823	25,717	24,611	23,505	22,122	21,016	19,910	18,528	17,145	15,762	14,380	12,997	11,891	10,785	9,402	8,296	7,466	6,637	6,084	5,807	5,807	5,531	4,148
12*59	27,956	27,117	25,999	24,881	23,763	22,365	21,247	20,128	18,731	17,333	15,935	14,537	13,139	12,021	10,903	9,505	8,387	7,548	6,709	6,150	5,871	5,871	5,591	4,193
12*60	28,405	27,553	26,417	25,280	24,144	22,724	21,588	20,452	19,031	17,611	16,191	14,771	13,350	12,214	11,078	9,658	8,522	7,669	6,817	6,249	5,965	5,965	5,681	4,261
12*61	28,853	27,987	26,833	25,679	24,525	23,082	21,928	20,774	19,332	17,889	16,446	15,004	13,561	12,407	11,253	9,810	8,656	7,790	6,925	6,348	6,059	6,059	5,771	4,328
12*62	29,072	28,200	27,037	25,874	24,711	23,258	22,095	20,932	19,478	18,025	16,571	15,117	13,664	12,501	11,338	9,884	8,722	7,849	6,977	6,396	6,105	6,105	5,814	4,361
12*63	29,277	28,399	27,228	26,057	24,885	23,422	22,251	21,079	19,616	18,152	16,688	15,224	13,760	12,589	11,418	9,954	8,783	7,905	7,026	6,441	6,148	6,148	5,855	4,392
12*64	29,718	28,826	27,638	26,449	25,260	23,774	22,586	21,397	19,911	18,425	16,939	15,453	13,967	12,779	11,590	10,104	8,915	8,024	7,132	6,538	6,241	6,241	5,944	4,458
12*65	30,159	29,254	28,048	26,842	25,635	24,127	22,921	21,714	20,207	18,699	17,191	15,683	14,175	12,968	11,762	10,254	9,048	8,143	7,238	6,635	6,333	6,333	6,032	4,524
12*66	30,434	29,521	28,304	27,086	25,869	24,347	23,130	21,912	20,391	18,869	17,347	15,826	14,304	13,087	11,869	10,348	9,130	8,217	7,304	6,695	6,391	6,391	6,087	4,565
12*67	30,705	29,784	28,556	27,327	26,099	24,564	23,336	22,108	20,572	19,037	17,502	15,967	14,431	13,203	11,975	10,440	9,212	8,290	7,369	6,755	6,448	6,448	6,141	4,606
12*68	31,141	30,207	28,961	27,715	26,470	24,913	23,667	22,422	20,864	19,307	17,750	16,193	14,636	13,391	12,145	10,588	9,342	8,408	7,474	6,851	6,540	6,540	6,228	4,671
12*69	31,577	30,630	29,367	28,104	26,840	25,262	23,999	22,735	21,157	19,578	17,999	16,420	14,841	13,578	12,315	10,736	9,473	8,526	7,578	6,947	6,631	6,631	6,315	4,737
12*70	31,838	30,883	29,609	28,336	27,062	25,470	24,197	22,923	21,331	19,740	18,148	16,556	14,964	13,690	12,417	10,825	9,551	8,596	7,641	7,004	6,686	6,686	6,368	4,776
12*71	32,093	31,130	29,846	28,563	27,279	25,674	24,391	23,107	21,502	19,898	18,293	16,688	15,084	13,800	12,516	10,912	9,628	8,665	7,702	7,060	6,740	6,740	6,419	4,814
12*72	32,524	31,548	30,247	28,946	27,645	26,019	24,718	23,417	21,791	20,165	18,539	16,912	15,286	13,985	12,684	11,058	9,757	8,781	7,806	7,155	6,830	6,830	6,505	4,879
12*74	33,297	32,298	30,966	29,634	28,302	26,638	25,306	23,974	22,309	20,644	18,979	17,314	15,650	14,318	12,986	11,321	9,989	8,990	7,991	7,325	6,992	6,992	6,659	4,995
12*75	33,629	32,620	31,275	29,930	28,585	26,903	25,558	24,213	22,531	20,850	19,169	17,487	15,806	14,460	13,115	11,434	10,089	9,080	8,071	7,398	7,062	7,062	6,726	5,044
12*76	34,057	33,035	31,673	30,311	28,948	27,246	25,883	24,521	22,818	21,115	19,412	17,710	16,007	14,645	13,282	11,579	10,217	9,195	8,174	7,493	7,152	7,152	6,811	5,109
12*80	35,370	34,309	32,894	31,479	30,065	28,296	26,881	25,466	23,698															

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Low Schedule C Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22-43 YR	44YR and Older
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998-1977	1976
% GOOD	100	97	93	89	85	80	76	72	67	62	57	52	47	43	39	34	30	27	24	22	21	21	20	15
14*40	22,478	21,804	20,905	20,005	19,106	17,982	17,083	16,184	15,060	13,936	12,812	11,689	10,565	9,666	8,766	7,643	6,743	6,069	5,395	4,945	4,720	4,720	4,496	3,372
14*46	24,884	24,137	23,142	22,147	21,151	19,907	18,912	17,916	16,672	15,428	14,184	12,940	11,695	10,700	9,705	8,461	7,465	6,719	5,972	5,474	5,226	5,226	4,977	3,733
14*48	25,687	24,916	23,889	22,861	21,834	20,550	19,522	18,495	17,210	15,926	14,642	13,357	12,073	11,045	10,018	8,734	7,706	6,935	6,165	5,651	5,394	5,394	5,137	3,853
14*50	26,477	25,683	24,624	23,565	22,505	21,182	20,123	19,063	17,740	16,416	15,092	13,768	12,444	11,385	10,326	9,002	7,943	7,149	6,354	5,825	5,560	5,560	5,295	3,972
14*52	27,244	26,427	25,337	24,247	23,157	21,795	20,705	19,616	18,253	16,891	15,529	14,167	12,805	11,715	10,625	9,263	8,173	7,356	6,539	5,994	5,721	5,721	5,449	4,087
14*54	28,000	27,160	26,040	24,920	23,800	22,400	21,280	20,160	18,760	17,360	15,960	14,560	13,160	12,040	10,920	9,520	8,400	7,560	6,720	6,160	5,880	5,880	5,600	4,200
14*55	28,246	27,399	26,269	25,139	24,009	22,597	21,467	20,337	18,925	17,513	16,100	14,688	13,276	12,146	11,016	9,604	8,474	7,626	6,779	6,214	5,932	5,932	5,649	4,237
14*56	28,732	27,870	26,721	25,571	24,422	22,986	21,836	20,687	19,250	17,814	16,377	14,941	13,504	12,355	11,205	9,769	8,620	7,758	6,896	6,321	6,034	6,034	5,746	4,310
14*58	29,534	28,648	27,467	26,285	25,104	23,627	22,446	21,264	19,788	18,311	16,834	15,358	13,881	12,700	11,518	10,042	8,860	7,974	7,088	6,497	6,202	6,202	5,907	4,430
14*59	29,845	28,950	27,756	26,562	25,368	23,876	22,682	21,488	19,996	18,504	17,012	15,519	14,027	12,833	11,640	10,147	8,954	8,058	7,163	6,566	6,267	6,267	5,969	4,477
14*60	30,325	29,415	28,202	26,989	25,776	24,260	23,047	21,834	20,318	18,802	17,285	15,769	14,253	13,040	11,827	10,311	9,098	8,188	7,278	6,672	6,368	6,368	6,065	4,549
14*61	30,805	29,881	28,649	27,416	26,184	24,644	23,412	22,180	20,639	19,099	17,559	16,019	14,478	13,246	12,014	10,474	9,242	8,317	7,393	6,777	6,469	6,469	6,161	4,621
14*62	31,103	30,170	28,926	27,682	26,438	24,882	23,638	22,394	20,839	19,284	17,729	16,174	14,618	13,374	12,130	10,575	9,331	8,398	7,465	6,843	6,532	6,532	6,221	4,665
14*63	31,397	30,455	29,199	27,943	26,687	25,118	23,862	22,606	21,036	19,466	17,896	16,326	14,757	13,501	12,245	10,675	9,419	8,477	7,535	6,907	6,593	6,593	6,279	4,710
14*64	31,871	30,915	29,640	28,365	27,090	25,497	24,222	22,947	21,354	19,760	18,166	16,573	14,979	13,705	12,430	10,836	9,561	8,605	7,649	7,012	6,693	6,693	6,374	4,781
14*65	32,345	31,375	30,081	28,787	27,493	25,876	24,582	23,288	21,671	20,054	18,437	16,819	15,202	13,908	12,615	10,997	9,704	8,733	7,763	7,116	6,792	6,792	6,469	4,852
14*66	32,626	31,647	30,342	29,037	27,732	26,101	24,796	23,491	21,859	20,228	18,597	16,966	15,334	14,029	12,724	11,093	9,788	8,809	7,830	7,178	6,851	6,851	6,525	4,894
14*67	32,902	31,915	30,599	29,283	27,967	26,322	25,006	23,689	22,044	20,399	18,754	17,109	15,464	14,148	12,832	11,187	9,871	8,884	7,896	7,238	6,909	6,909	6,580	4,935
14*68	33,370	32,369	31,034	29,699	28,365	26,696	25,361	24,026	22,358	20,689	19,021	17,352	15,684	14,349	13,014	11,346	10,011	9,010	8,009	7,341	7,008	7,008	6,674	5,006
14*69	33,838	32,823	31,469	30,116	28,762	27,070	25,717	24,363	22,671	20,980	19,288	17,596	15,904	14,550	13,197	11,505	10,151	9,136	8,121	7,444	7,106	7,106	6,768	5,076
14*70	34,102	33,079	31,715	30,351	28,987	27,282	25,918	24,553	22,848	21,143	19,438	17,733	16,028	14,664	13,300	11,595	10,231	9,208	8,184	7,502	7,161	7,161	6,820	5,115
14*71	34,360	33,329	31,955	30,580	29,206	27,488	26,114	24,739	23,021	21,303	19,585	17,867	16,149	14,775	13,400	11,682	10,308	9,277	8,246	7,559	7,216	7,216	6,872	5,154
14*72	34,822	33,777	32,384	30,992	29,599	27,858	26,465	25,072	23,331	21,590	19,849	18,107	16,366	14,973	13,581	11,839	10,447	9,402	8,357	7,661	7,313	7,313	6,964	5,223
14*73	35,285	34,226	32,815	31,404	29,992	28,228	26,817	25,405	23,641	21,877	20,112	18,348	16,584	15,173	13,761	11,997	10,586	9,527	8,468	7,763	7,410	7,410	7,057	5,293
14*74	35,531	34,465	33,044	31,623	30,201	28,425	27,004	25,582	23,806	22,029	20,253	18,476	16,700	15,278	13,857	12,081	10,659	9,593	8,527	7,817	7,462	7,462	7,106	5,330
14*75	35,772	34,699	33,268	31,837	30,406	28,618	27,187	25,756	23,967	22,179	20,390	18,601	16,813	15,382	13,951	12,162	10,732	9,658	8,585	7,870	7,512	7,512	7,154	5,366
14*76	36,228	35,141	33,692	32,243	30,794	28,982	27,533	26,084	24,273	22,461	20,650	18,839	17,027	15,578	14,129	12,318	10,868	9,782	8,695	7,970	7,608	7,608	7,246	5,434
14*78	36,914	35,807	34,330	32,853	31,377	29,531	28,055	26,578	24,732	22,887	21,041	19,195	17,350	15,873	14,396	12,551	11,074	9,967	8,859	8,121	7,752	7,752	7,383	5,537
14*80	37,587	36,459	34,956	33,452	31,949	30,070	28,566	27,063	25,183	23,304	21,425	19,545	17,666	16,162	14,659	12,780	11,276	10,148	9,021	8,269	7,893	7,893	7,517	5,638
16*56	30,479	29,565	28,345	27,126	25,907	24,383	23,164	21,945	20,421	18,897	17,373	15,849	14,325	13,106	11,887	10,363	9,144	8,229	7,315	6,705	6,401	6,401	6,096	4,572
16*70	36,074	34,992	33,549	32,106	30,663	28,859	27,416	25,973	24,170	22,366	20,562	18,758	16,955	15,512	14,069	12,265	10,822	9,740	8,658	7,936	7,576	7,576	7,215	5,411
16*72	36,820	35,715	34,243	32,770	31,297	29,456	27,983	26,510	24,669	22,828	20,987	19,146	17,305	15,833	14,360	12,519	11,046	9,941	8,837	8,100	7,732	7,732	7,364	5,523
16*76	38,272	37,124	35,593	34,062	32,531	30,618	29,087	27,556	25,642	23,729	21,815	19,901	17,988	16,457	14,926	13,012	11,482	10,333	9,185	8,420	8,037	8,037	7,654	5,741
16*80	39,671	38,481	36,894	35,307	33,720	31,737	30,150	28,563	26,580	24,596	22,612	20,629	18,645	17,059	15,472	13,488	11,901	10,711	9,521	8,728	8,331	8,331	7,934	5,951

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Average Schedule B Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995
% GOOD	100	97	94	91	88	85	82	78	75	71	68	64	60	56	52	48	45	41	37	33	29	26	24	23	21	20
8*20	11,827	11,472	11,117	10,763	10,408	10,053	9,698	9,225	8,870	8,397	8,042	7,569	7,096	6,623	6,150	5,677	5,322	4,849	4,376	3,903	3,430	3,075	2,838	2,720	2,484	2,365
8*23	13,015	12,625	12,234	11,844	11,453	11,063	10,672	10,152	9,761	9,241	8,850	8,330	7,809	7,288	6,768	6,247	5,857	5,336	4,816	4,295	3,774	3,384	3,124	2,993	2,733	2,603
8*28	15,067	14,615	14,163	13,711	13,259	12,807	12,355	11,752	11,300	10,698	10,246	9,643	9,040	8,438	7,835	7,232	6,780	6,177	5,575	4,972	4,369	3,917	3,616	3,465	3,164	3,013
8*31	16,172	15,687	15,202	14,717	14,231	13,746	13,261	12,614	12,129	11,482	10,997	10,350	9,703	9,056	8,409	7,763	7,277	6,631	5,984	5,337	4,690	4,205	3,881	3,720	3,396	3,234
8*32	16,634	16,135	15,636	15,137	14,638	14,139	13,640	12,975	12,476	11,810	11,311	10,646	9,980	9,315	8,650	7,984	7,485	6,820	6,155	5,489	4,824	4,325	3,992	3,826	3,493	3,327
8*34	17,444	16,921	16,397	15,874	15,351	14,827	14,304	13,606	13,083	12,385	11,862	11,164	10,466	9,769	9,071	8,373	7,850	7,152	6,454	5,757	5,059	4,535	4,187	4,012	3,663	3,489
8*35	17,785	17,251	16,718	16,184	15,651	15,117	14,584	13,872	13,339	12,627	12,094	11,382	10,671	9,960	9,248	8,537	8,003	7,292	6,580	5,869	5,158	4,624	4,268	4,091	3,735	3,557
8*36	18,240	17,693	17,146	16,598	16,051	15,504	14,957	14,227	13,680	12,950	12,403	11,674	10,944	10,214	9,485	8,755	8,208	7,478	6,749	6,019	5,290	4,742	4,378	4,195	3,830	3,648
8*39	19,345	18,765	18,184	17,604	17,024	16,443	15,863	15,089	14,509	13,735	13,155	12,381	11,607	10,833	10,059	9,286	8,705	7,931	7,158	6,384	5,610	5,030	4,643	4,449	4,062	3,869
8*40	19,794	19,200	18,606	18,013	17,419	16,825	16,231	15,439	14,846	14,054	13,460	12,668	11,876	11,085	10,293	9,501	8,907	8,116	7,324	6,532	5,740	5,146	4,751	4,553	4,157	3,959
8*44	21,294	20,655	20,016	19,378	18,739	18,100	17,461	16,609	15,971	15,119	14,480	13,628	12,776	11,925	11,073	10,221	9,582	8,731	7,879	7,027	6,175	5,536	5,111	4,898	4,472	4,259
8*45	21,735	21,083	20,431	19,779	19,127	18,475	17,823	16,953	16,301	15,432	14,780	13,910	13,041	12,172	11,302	10,433	9,781	8,911	8,042	7,173	6,303	5,651	5,216	4,999	4,564	4,347
8*60	27,160	26,345	25,530	24,716	23,901	23,086	22,271	21,185	20,370	19,284	18,469	17,382	16,296	15,210	14,123	13,037	12,222	11,136	10,049	8,963	7,876	7,062	6,518	6,247	5,704	5,432
10*32	18,707	18,146	17,585	17,023	16,462	15,901	15,340	14,591	14,030	13,282	12,721	11,972	11,224	10,476	9,728	8,979	8,418	7,670	6,922	6,173	5,425	4,864	4,490	4,303	3,928	3,741
10*33	19,233	18,656	18,079	17,502	16,925	16,348	15,771	15,002	14,425	13,655	13,078	12,309	11,540	10,770	10,001	9,232	8,655	7,886	7,116	6,347	5,578	5,001	4,616	4,424	4,039	3,847
10*36	20,509	19,894	19,278	18,663	18,048	17,433	16,817	15,997	15,382	14,561	13,946	13,126	12,305	11,485	10,665	9,844	9,229	8,409	7,588	6,768	5,948	5,332	4,922	4,717	4,307	4,102
10*38	21,347	20,707	20,066	19,426	18,785	18,145	17,505	16,651	16,010	15,156	14,516	13,662	12,808	11,954	11,100	10,247	9,606	8,752	7,898	7,045	6,191	5,550	5,123	4,910	4,483	4,269
10*40	22,161	21,496	20,831	20,167	19,502	18,837	18,172	17,286	16,621	15,734	15,069	14,183	13,297	12,410	11,524	10,637	9,972	9,086	8,200	7,313	6,427	5,762	5,319	5,097	4,654	4,432
10*43	23,370	22,669	21,968	21,267	20,566	19,865	19,163	18,229	17,528	16,593	15,892	14,957	14,022	13,087	12,152	11,218	10,517	9,582	8,647	7,712	6,777	6,076	5,609	5,375	4,908	4,674
10*45	24,369	23,638	22,907	22,176	21,445	20,714	19,983	19,008	18,277	17,302	16,571	15,596	14,621	13,647	12,672	11,697	10,966	9,991	9,017	8,042	7,067	6,336	5,849	5,605	5,117	4,874
10*46	24,677	23,937	23,196	22,456	21,716	20,975	20,235	19,248	18,508	17,521	16,780	15,793	14,806	13,819	12,832	11,845	11,105	10,118	9,130	8,143	7,156	6,416	5,922	5,676	5,182	4,935
10*47	24,976	24,227	23,477	22,728	21,979	21,230	20,480	19,481	18,732	17,733	16,984	15,985	14,986	13,987	12,988	11,988	11,239	10,240	9,241	8,242	7,243	6,494	5,994	5,744	5,245	4,995
10*48	25,468	24,704	23,940	23,176	22,412	21,648	20,884	19,865	19,101	18,082	17,318	16,300	15,281	14,262	13,243	12,225	11,461	10,442	9,423	8,404	7,386	6,622	6,112	5,858	5,348	5,094
10*50	26,317	25,527	24,738	23,948	23,159	22,369	21,580	20,527	19,738	18,685	17,896	16,843	15,790	14,738	13,685	12,632	11,843	10,790	9,737	8,685	7,632	6,842	6,316	6,053	5,527	5,263
10*52	27,159	26,344	25,529	24,715	23,900	23,085	22,270	21,184	20,369	19,283	18,468	17,382	16,295	15,209	14,123	13,036	12,222	11,135	10,049	8,962	7,876	7,061	6,518	6,247	5,703	5,432
10*54	27,933	27,095	26,257	25,419	24,581	23,743	22,905	21,788	20,950	19,832	18,994	17,877	16,760	15,642	14,525	13,408	12,570	11,453	10,335	9,218	8,101	7,263	6,704	6,425	5,866	5,587
10*55	28,218	27,371	26,525	25,678	24,832	23,985	23,139	22,010	21,164	20,035	19,188	18,060	16,931	15,802	14,673	13,545	12,698	11,569	10,441	9,312	8,183	7,337	6,772	6,490	5,926	5,644
10*56	28,697	27,836	26,975	26,114	25,253	24,392	23,532	22,384	21,523	20,375	19,514	18,366	17,218	16,070	14,922	13,775	12,914	11,766	10,618	9,470	8,322	7,461	6,887	6,600	6,026	5,739
10*57	29,176	28,301	27,425	26,550	25,675	24,800	23,924	22,757	21,882	20,715	19,840	18,673	17,506	16,339	15,172	14,004	13,129	11,962	10,795	9,628	8,461	7,586	7,002	6,710	6,127	5,835
10*58	29,500	28,615	27,730	26,845	25,960	25,075	24,190	23,010	22,125	20,945	20,060	18,880	17,700	16,520	15,340	14,160	13,275	12,095	10,915	9,735	8,555	7,670	7,080	6,785	6,195	5,900
10*60	30,297	29,388	28,479	27,570	26,661	25,752	24,844	23,632	22,723	21,511	20,602	19,390	18,178	16,966	15,754	14,543	13,634	12,422	11,210	9,998	8,786	7,877	7,271	6,968	6,362	6,059
10*64	31,924	30,966	30,009	29,051	28,093	27,135	26,178	24,901	23,943	22,666	21,708	20,431	19,154	17,877	16,600	15,324	14,366	13,089	11,812	10,535	9,258	8,300	7,662	7,343	6,704	6,385
10*65	32,393	31,421	30,449	29,478	28,506	27,534	26,562	25,267	24,295	22,999	22,027	20,732	19,436	18,140	16,844	15,549	14,577	13,281	11,985	10,690	9,394	8,422	7,774	7,450	6,803	6,479
10*70	34,232	33,205	32,178	31,151	30,124	29,097	28,070	26,701	25,674	24,305	23,278	21,908	20,539	19,170	17,801	16,431	15,404	14,035	12,666	11,297	9,927	8,900	8,216	7,873	7,189	6,846

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Average Schedule B Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995
% GOOD	100	97	94	91	88	85	82	78	75	71	68	64	60	56	52	48	45	41	37	33	29	26	24	23	21	20
12*32	20,166	19,561	18,956	18,351	17,746	17,141	16,536	15,729	15,125	14,318	13,713	12,906	12,100	11,293	10,486	9,680	9,075	8,268	7,461	6,655	5,848	5,243	4,840	4,638	4,235	4,033
12*36	22,087	21,424	20,762	20,099	19,437	18,774	18,111	17,228	16,565	15,682	15,019	14,136	13,252	12,369	11,485	10,602	9,939	9,056	8,172	7,289	6,405	5,743	5,301	5,080	4,638	4,417
12*40	23,728	23,016	22,304	21,592	20,881	20,169	19,457	18,508	17,796	16,847	16,135	15,186	14,237	13,288	12,339	11,389	10,678	9,728	8,779	7,830	6,881	6,169	5,695	5,457	4,983	4,746
12*42	24,663	23,923	23,183	22,443	21,703	20,964	20,224	19,237	18,497	17,511	16,771	15,784	14,798	13,811	12,825	11,838	11,098	10,112	9,125	8,139	7,152	6,412	5,919	5,672	5,179	4,933
12*44	25,579	24,812	24,044	23,277	22,510	21,742	20,975	19,952	19,184	18,161	17,394	16,371	15,347	14,324	13,301	12,278	11,511	10,487	9,464	8,441	7,418	6,651	6,139	5,883	5,372	5,116
12*45	26,117	25,333	24,550	23,766	22,983	22,199	21,416	20,371	19,588	18,543	17,760	16,715	15,670	14,626	13,581	12,536	11,753	10,708	9,663	8,619	7,574	6,790	6,268	6,007	5,485	5,223
12*46	26,425	25,632	24,840	24,047	23,254	22,461	21,669	20,612	19,819	18,762	17,969	16,912	15,855	14,798	13,741	12,684	11,891	10,834	9,777	8,720	7,663	6,871	6,342	6,078	5,549	5,285
12*47	26,722	25,920	25,119	24,317	23,515	22,714	21,912	20,843	20,042	18,973	18,171	17,102	16,033	14,964	13,895	12,827	12,025	10,956	9,887	8,818	7,749	6,948	6,413	6,146	5,612	5,344
12*48	27,250	26,433	25,615	24,798	23,980	23,163	22,345	21,255	20,438	19,348	18,530	17,440	16,350	15,260	14,170	13,080	12,263	11,173	10,083	8,993	7,903	7,085	6,540	6,268	5,723	5,450
12*50	28,120	27,276	26,433	25,589	24,746	23,902	23,058	21,934	21,090	19,965	19,122	17,997	16,872	15,747	14,622	13,498	12,654	11,529	10,404	9,280	8,155	7,311	6,749	6,468	5,905	5,624
12*51	28,451	27,597	26,744	25,890	25,037	24,183	23,330	22,192	21,338	20,200	19,347	18,209	17,071	15,933	14,795	13,656	12,803	11,665	10,527	9,389	8,251	7,397	6,828	6,544	5,975	5,690
12*52	28,971	28,102	27,233	26,364	25,494	24,625	23,756	22,597	21,728	20,569	19,700	18,541	17,383	16,224	15,065	13,906	13,037	11,878	10,719	9,560	8,402	7,532	6,953	6,663	6,084	5,794
12*53	29,491	28,606	27,722	26,837	25,952	25,067	24,183	23,003	22,118	20,939	20,054	18,874	17,695	16,515	15,335	14,156	13,271	12,091	10,912	9,732	8,552	7,668	7,078	6,783	6,193	5,898
12*54	29,811	28,917	28,022	27,128	26,234	25,339	24,445	23,253	22,358	21,166	20,271	19,079	17,887	16,694	15,502	14,309	13,415	12,223	11,030	9,838	8,645	7,751	7,155	6,857	6,260	5,962
12*55	30,119	29,215	28,312	27,408	26,505	25,601	24,698	23,493	22,589	21,384	20,481	19,276	18,071	16,867	15,662	14,457	13,554	12,349	11,144	9,939	8,735	7,831	7,229	6,927	6,325	6,024
12*56	30,632	29,713	28,794	27,875	26,956	26,037	25,118	23,893	22,974	21,749	20,830	19,604	18,379	17,154	15,929	14,703	13,784	12,559	11,334	10,109	8,883	7,964	7,352	7,045	6,433	6,126
12*57	31,144	30,210	29,275	28,341	27,407	26,472	25,538	24,292	23,358	22,112	21,178	19,932	18,686	17,441	16,195	14,949	14,015	12,769	11,523	10,278	9,032	8,097	7,475	7,163	6,540	6,229
12*58	31,442	30,499	29,555	28,612	27,669	26,726	25,782	24,525	23,582	22,324	21,381	20,123	18,865	17,608	16,350	15,092	14,149	12,891	11,634	10,376	9,118	8,175	7,546	7,232	6,603	6,288
12*59	31,727	30,775	29,823	28,872	27,920	26,968	26,016	24,747	23,795	22,526	21,574	20,305	19,036	17,767	16,498	15,229	14,277	13,008	11,739	10,470	9,201	8,249	7,614	7,297	6,663	6,345
12*60	32,232	31,265	30,298	29,331	28,364	27,397	26,430	25,141	24,174	22,885	21,918	20,628	19,339	18,050	16,761	15,471	14,504	13,215	11,926	10,637	9,347	8,380	7,736	7,413	6,769	6,446
12*61	32,738	31,756	30,774	29,792	28,809	27,827	26,845	25,536	24,554	23,244	22,262	20,952	19,643	18,333	17,024	15,714	14,732	13,423	12,113	10,804	9,494	8,512	7,857	7,530	6,875	6,548
12*62	33,088	32,095	31,103	30,110	29,117	28,125	27,132	25,809	24,816	23,492	22,500	21,176	19,853	18,529	17,206	15,882	14,890	13,566	12,243	10,919	9,596	8,603	7,941	7,610	6,948	6,618
12*63	33,433	32,430	31,427	30,424	29,421	28,418	27,415	26,078	25,075	23,737	22,734	21,397	20,060	18,722	17,385	16,048	15,045	13,708	12,370	11,033	9,696	8,693	8,024	7,690	7,021	6,687
12*64	33,933	32,915	31,897	30,879	29,861	28,843	27,825	26,468	25,450	24,092	23,074	21,717	20,360	19,002	17,645	16,288	15,270	13,913	12,555	11,198	9,841	8,823	8,144	7,805	7,126	6,787
12*65	34,433	33,400	32,367	31,334	30,301	29,268	28,235	26,858	25,825	24,447	23,414	22,037	20,660	19,282	17,905	16,528	15,495	14,118	12,740	11,363	9,986	8,953	8,264	7,920	7,231	6,887
12*66	34,689	33,648	32,608	31,567	30,526	29,486	28,445	27,057	26,017	24,629	23,589	22,201	20,813	19,426	18,038	16,651	15,610	14,222	12,835	11,447	10,060	9,019	8,325	7,978	7,285	6,938
12*67	34,931	33,883	32,835	31,787	30,739	29,691	28,643	27,246	26,198	24,801	23,753	22,356	20,959	19,561	18,164	16,767	15,719	14,322	12,924	11,527	10,130	9,082	8,383	8,034	7,336	6,986
12*68	35,424	34,361	33,299	32,236	31,173	30,110	29,048	27,631	26,568	25,151	24,088	22,671	21,254	19,837	18,420	17,004	15,941	14,524	13,107	11,690	10,273	9,210	8,502	8,148	7,439	7,085
12*69	35,917	34,839	33,762	32,684	31,607	30,529	29,452	28,015	26,938	25,501	24,424	22,987	21,550	20,114	18,677	17,240	16,163	14,726	13,289	11,853	10,416	9,338	8,620	8,261	7,543	7,183
12*70	36,234	35,147	34,060	32,973	31,886	30,799	29,712	28,263	27,176	25,726	24,639	23,190	21,740	20,291	18,842	17,392	16,305	14,856	13,407	11,957	10,508	9,421	8,696	8,334	7,609	7,247
12*71	36,547	35,451	34,354	33,258	32,161	31,065	29,969	28,507	27,410	25,948	24,852	23,390	21,928	20,466	19,004	17,543	16,446	14,984	13,522	12,061	10,599	9,502	8,771	8,406	7,675	7,309
12*72	37,035	35,924	34,813	33,702	32,591	31,480	30,369	28,887	27,776	26,295	25,184	23,702	22,221	20,740	19,258	17,777	16,666	15,184	13,703	12,222	10,740	9,629	8,888	8,518	7,777	7,407
12*74	37,825	36,690	35,556	34,421	33,286	32,151	31,017	29,504	28,369	26,856	25,721	24,208	22,695	21,182	19,669	18,156	17,021	15,508	13,995	12,482	10,969	9,835	9,078	8,700	7,943	7,565
12*75	38,122	36,978	35,835	34,691	33,547	32,404	31,260	29,735	28,592	27,067	25,923	24,398	22,873	21,348	19,823	18,299	17,155	15,630	14,105	12,580	11,055	9,912	9,149	8,768	8,006	7,624
12*76	38,605	37,447	36,289	35,131	33,972	32,814	31,656	30,112	28,954	27,410	26,251	24,707	23,163	21,619	20,075	18,530	17,372	15,828	14,284	12,740	11,195	10,037	9,265	8,879	8,107	7,721
12*80	40,136	38,932	37,728	36,524	35,320	34,116	32,912	31,306	30,102	28,497	27,292	25,687	24,082	22,476	20,871	19,265	18,061	16,456	14,850	13,245	11,639	10,435	9,633	9,231	8,429	8,027

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Average Schedule B Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995
% GOOD	100	97	94	91	88	85	82	78	75	71	68	64	60	56	52	48	45	41	37	33	29	26	24	23	21	20
14*40	25,545	24,779	24,012	23,246	22,480	21,713	20,947	19,925	19,159	18,137	17,371	16,349	15,327	14,305	13,283	12,262	11,495	10,473	9,452	8,430	7,408	6,642	6,131	5,875	5,364	5,109
14*46	28,280	27,432	26,583	25,735	24,886	24,038	23,190	22,058	21,210	20,079	19,230	18,099	16,968	15,837	14,706	13,574	12,726	11,595	10,464	9,332	8,201	7,353	6,787	6,504	5,939	5,656
14*48	29,144	28,270	27,395	26,521	25,647	24,772	23,898	22,732	21,858	20,692	19,818	18,652	17,486	16,321	15,155	13,989	13,115	11,949	10,783	9,618	8,452	7,577	6,995	6,703	6,120	5,829
14*50	30,062	29,160	28,258	27,356	26,455	25,553	24,651	23,448	22,547	21,344	20,442	19,240	18,037	16,835	15,632	14,430	13,528	12,325	11,123	9,920	8,718	7,816	7,215	6,914	6,313	6,012
14*52	30,956	30,027	29,099	28,170	27,241	26,313	25,384	24,146	23,217	21,979	21,050	19,812	18,574	17,335	16,097	14,859	13,930	12,692	11,454	10,215	8,977	8,049	7,429	7,120	6,501	6,191
14*54	31,838	30,883	29,928	28,973	28,017	27,062	26,107	24,834	23,879	22,605	21,650	20,376	19,103	17,829	16,556	15,282	14,327	13,054	11,780	10,507	9,233	8,278	7,641	7,323	6,686	6,368
14*55	32,148	31,184	30,219	29,255	28,290	27,326	26,361	25,075	24,111	22,825	21,861	20,575	19,289	18,003	16,717	15,431	14,467	13,181	11,895	10,609	9,323	8,358	7,716	7,394	6,751	6,430
14*56	32,697	31,716	30,735	29,754	28,773	27,792	26,812	25,504	24,523	23,215	22,234	20,926	19,618	18,310	17,002	15,695	14,714	13,406	12,098	10,790	9,482	8,501	7,847	7,520	6,866	6,539
14*58	33,545	32,539	31,532	30,526	29,520	28,513	27,507	26,165	25,159	23,817	22,811	21,469	20,127	18,785	17,443	16,102	15,095	13,753	12,412	11,070	9,728	8,722	8,051	7,715	7,044	6,709
14*59	33,828	32,813	31,798	30,783	29,769	28,754	27,739	26,386	25,371	24,018	23,003	21,650	20,297	18,944	17,591	16,237	15,223	13,869	12,516	11,163	9,810	8,795	8,119	7,780	7,104	6,766
14*60	34,368	33,337	32,306	31,275	30,244	29,213	28,182	26,807	25,776	24,401	23,370	21,996	20,621	19,246	17,871	16,497	15,466	14,091	12,716	11,341	9,967	8,936	8,248	7,905	7,217	6,874
14*61	34,909	33,862	32,814	31,767	30,720	29,673	28,625	27,229	26,182	24,785	23,738	22,342	20,945	19,549	18,153	16,756	15,709	14,313	12,916	11,520	10,124	9,076	8,378	8,029	7,331	6,982
14*62	35,268	34,210	33,152	32,094	31,036	29,978	28,920	27,509	26,451	25,040	23,982	22,572	21,161	19,750	18,339	16,929	15,871	14,460	13,049	11,638	10,228	9,170	8,464	8,112	7,406	7,054
14*63	35,621	34,552	33,484	32,415	31,346	30,278	29,209	27,784	26,716	25,291	24,222	22,797	21,373	19,948	18,523	17,098	16,029	14,605	13,180	11,755	10,330	9,261	8,549	8,193	7,480	7,124
14*64	36,156	35,071	33,987	32,902	31,817	30,733	29,648	28,202	27,117	25,671	24,586	23,140	21,694	20,247	18,801	17,355	16,270	14,824	13,378	11,931	10,485	9,401	8,677	8,316	7,593	7,231
14*65	36,691	35,590	34,490	33,389	32,288	31,187	30,087	28,619	27,518	26,051	24,950	23,482	22,015	20,547	19,079	17,612	16,511	15,043	13,576	12,108	10,640	9,540	8,806	8,439	7,705	7,338
14*66	37,032	35,921	34,810	33,699	32,588	31,477	30,366	28,885	27,774	26,293	25,182	23,700	22,219	20,738	19,257	17,775	16,664	15,183	13,702	12,221	10,739	9,628	8,888	8,517	7,777	7,406
14*67	37,369	36,248	35,127	34,006	32,885	31,764	30,643	29,148	28,027	26,532	25,411	23,916	22,421	20,927	19,432	17,937	16,816	15,321	13,827	12,332	10,837	9,716	8,969	8,595	7,847	7,474
14*68	37,897	36,760	35,623	34,486	33,349	32,212	31,076	29,560	28,423	26,907	25,770	24,254	22,738	21,222	19,706	18,191	17,054	15,538	14,022	12,506	10,990	9,853	9,095	8,716	7,958	7,579
14*69	38,426	37,273	36,120	34,968	33,815	32,662	31,509	29,972	28,820	27,282	26,130	24,593	23,056	21,519	19,982	18,444	17,292	15,755	14,218	12,681	11,144	9,991	9,222	8,838	8,069	7,685
14*70	38,652	37,492	36,333	35,173	34,014	32,854	31,695	30,149	28,989	27,443	26,283	24,737	23,191	21,645	20,099	18,553	17,393	15,847	14,301	12,755	11,209	10,050	9,276	8,890	8,117	7,730
14*71	38,862	37,696	36,530	35,364	34,199	33,033	31,867	30,312	29,147	27,592	26,426	24,872	23,317	21,763	20,208	18,654	17,488	15,933	14,379	12,824	11,270	10,104	9,327	8,938	8,161	7,772
14*72	39,382	38,201	37,019	35,838	34,656	33,475	32,293	30,718	29,537	27,961	26,780	25,204	23,629	22,054	20,479	18,903	17,722	16,147	14,571	12,996	11,421	10,239	9,452	9,058	8,270	7,876
14*73	39,901	38,704	37,507	36,310	35,113	33,916	32,719	31,123	29,926	28,330	27,133	25,537	23,941	22,345	20,749	19,152	17,955	16,359	14,763	13,167	11,571	10,374	9,576	9,177	8,379	7,980
14*74	40,205	38,999	37,793	36,587	35,380	34,174	32,968	31,360	30,154	28,546	27,339	25,731	24,123	22,515	20,907	19,298	18,092	16,484	14,876	13,268	11,659	10,453	9,649	9,247	8,443	8,041
14*75	40,503	39,288	38,073	36,858	35,643	34,428	33,212	31,592	30,377	28,757	27,542	25,922	24,302	22,682	21,062	19,441	18,226	16,606	14,986	13,366	11,746	10,531	9,721	9,316	8,506	8,101
14*76	41,018	39,787	38,557	37,326	36,096	34,865	33,635	31,994	30,764	29,123	27,892	26,252	24,611	22,970	21,329	19,689	18,458	16,817	15,177	13,536	11,895	10,665	9,844	9,434	8,614	8,204
14*78	41,818	40,563	39,309	38,054	36,800	35,545	34,291	32,618	31,364	29,691	28,436	26,764	25,091	23,418	21,745	20,073	18,818	17,145	15,473	13,800	12,127	10,873	10,036	9,618	8,782	8,364
14*80	42,607	41,329	40,051	38,772	37,494	36,216	34,938	33,233	31,955	30,251	28,973	27,268	25,564	23,860	22,156	20,451	19,173	17,469	15,765	14,060	12,356	11,078	10,226	9,800	8,947	8,521
16*56	34,575	33,538	32,501	31,463	30,426	29,389	28,352	26,969	25,931	24,548	23,511	22,128	20,745	19,362	17,979	16,596	15,559	14,176	12,793	11,410	10,027	8,990	8,298	7,952	7,261	6,915
16*70	40,858	39,632	38,407	37,181	35,955	34,729	33,504	31,869	30,644	29,009	27,783	26,149	24,515	22,880	21,246	19,612	18,386	16,752	15,117	13,483	11,849	10,623	9,806	9,397	8,580	8,172
16*72	41,728	40,476	39,224	37,972	36,721	35,469	34,217	32,548	31,296	29,627	28,375	26,706	25,037	23,368	21,699	20,029	18,778	17,108	15,439	13,770	12,101	10,849	10,015	9,597	8,763	8,346
16*76	43,430	42,127	40,824	39,521	38,218	36,916	35,613	33,875	32,573	30,835	29,532	27,795	26,058	24,321	22,584	20,846	19,544	17,806	16,069	14,332	12,595	11,292	10,423	9,989	9,120	8,686
16*80	45,078	43,726	42,373	41,021	39,669	38,316	36,964	35,161	33,809	32,005	30,653	28,850	27,047	25,244	23,441	21,637	20,285	18,482	16,679	14,876	13,073	11,720	10,819	10,368	9,466	9,016

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Good Schedule A Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR	26YR	27YR	28YR	29YR	30YR	31YR	32YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988
% GOOD	100	98	96	94	91	88	86	83	81	78	75	72	69	66	63	60	57	54	50	47	44	41	38	35	32	29	26	25	23	22	21	21	20
8*20	13,703	13,429	13,155	12,881	12,470	12,059	11,785	11,373	11,099	10,688	10,277	9,866	9,455	9,044	8,633	8,222	7,811	7,400	6,852	6,440	6,029	5,618	5,207	4,796	4,385	3,974	3,563	3,426	3,152	3,015	2,878	2,878	2,741
8*23	14,978	14,678	14,379	14,079	13,630	13,181	12,881	12,432	12,132	11,683	11,234	10,784	10,335	9,885	9,436	8,987	8,537	8,088	7,489	7,040	6,590	6,141	5,692	5,242	4,793	4,344	3,894	3,745	3,445	3,295	3,145	3,145	2,996
8*28	17,398	17,050	16,702	16,354	15,832	15,310	14,962	14,440	14,092	13,570	13,049	12,527	12,005	11,483	10,961	10,439	9,917	9,395	8,699	8,177	7,655	7,133	6,611	6,089	5,567	5,045	4,523	4,350	4,002	3,828	3,654	3,654	3,480
8*31	18,621	18,249	17,876	17,504	16,945	16,386	16,014	15,455	15,083	14,524	13,966	13,407	12,848	12,290	11,731	11,173	10,614	10,055	9,311	8,752	8,193	7,635	7,076	6,517	5,959	5,400	4,841	4,655	4,283	4,097	3,910	3,910	3,724
8*32	19,153	18,770	18,387	18,004	17,429	16,855	16,472	15,897	15,514	14,939	14,365	13,790	13,216	12,641	12,066	11,492	10,917	10,343	9,577	9,002	8,427	7,853	7,278	6,704	6,129	5,554	4,980	4,788	4,405	4,214	4,022	4,022	3,831
8*34	20,047	19,646	19,245	18,844	18,243	17,641	17,240	16,639	16,238	15,637	15,035	14,434	13,832	13,231	12,630	12,028	11,427	10,825	10,024	9,422	8,821	8,219	7,618	7,016	6,415	5,814	5,212	5,012	4,611	4,410	4,210	4,210	4,009
8*35	20,398	19,990	19,582	19,174	18,562	17,950	17,542	16,930	16,522	15,910	15,299	14,687	14,075	13,463	12,851	12,239	11,627	11,015	10,199	9,587	8,975	8,363	7,751	7,139	6,527	5,915	5,303	5,100	4,692	4,488	4,284	4,284	4,080
8*36	20,920	20,502	20,083	19,665	19,037	18,410	17,991	17,364	16,945	16,318	15,690	15,062	14,435	13,807	13,180	12,552	11,924	11,297	10,460	9,832	9,205	8,577	7,950	7,322	6,694	6,067	5,439	5,230	4,812	4,602	4,393	4,393	4,184
8*39	22,096	21,654	21,212	20,770	20,107	19,444	19,003	18,340	17,898	17,235	16,572	15,909	15,246	14,583	13,920	13,258	12,595	11,932	11,048	10,385	9,722	9,059	8,396	7,734	7,071	6,408	5,745	5,524	5,082	4,861	4,640	4,640	4,419
8*40	22,608	22,156	21,704	21,252	20,573	19,895	19,443	18,765	18,312	17,634	16,956	16,278	15,600	14,921	14,243	13,565	12,887	12,208	11,304	10,626	9,948	9,269	8,591	7,913	7,235	6,556	5,878	5,652	5,200	4,974	4,748	4,748	4,522
8*44	24,363	23,876	23,388	22,901	22,170	21,439	20,952	20,221	19,734	19,003	18,272	17,541	16,810	16,080	15,349	14,618	13,887	13,156	12,182	11,451	10,720	9,989	9,258	8,527	7,796	7,065	6,334	6,091	5,603	5,360	5,116	5,116	4,873
8*45	24,868	24,371	23,873	23,376	22,630	21,884	21,386	20,640	20,143	19,397	18,651	17,905	17,159	16,413	15,667	14,921	14,175	13,429	12,434	11,688	10,942	10,196	9,450	8,704	7,958	7,212	6,466	6,217	5,720	5,471	5,222	5,222	4,974
8*60	30,846	30,229	29,612	28,995	28,070	27,144	26,528	25,602	24,985	24,060	23,135	22,209	21,284	20,358	19,433	18,508	17,582	16,657	15,423	14,498	13,572	12,647	11,721	10,796	9,871	8,945	8,020	7,712	7,095	6,786	6,478	6,478	6,169
10*32	21,519	21,089	20,658	20,228	19,582	18,937	18,506	17,861	17,430	16,785	16,139	15,494	14,848	14,203	13,557	12,911	12,266	11,620	10,760	10,114	9,468	8,823	8,177	7,532	6,886	6,241	5,595	5,380	4,949	4,734	4,519	4,519	4,304
10*33	22,124	21,682	21,239	20,797	20,133	19,469	19,027	18,363	17,920	17,257	16,593	15,929	15,266	14,602	13,938	13,274	12,611	11,947	11,062	10,398	9,735	9,071	8,407	7,743	7,080	6,416	5,752	5,531	5,089	4,867	4,646	4,646	4,425
10*36	23,489	23,019	22,549	22,080	21,375	20,670	20,201	19,496	19,026	18,321	17,617	16,912	16,207	15,503	14,798	14,093	13,389	12,684	11,745	11,040	10,335	9,630	8,926	8,221	7,516	6,812	6,107	5,872	5,402	5,168	4,933	4,933	4,698
10*38	24,436	23,947	23,459	22,970	22,237	21,504	21,015	20,282	19,793	19,060	18,327	17,594	16,861	16,128	15,395	14,662	13,929	13,195	12,218	11,485	10,752	10,019	9,286	8,553	7,820	7,086	6,353	6,109	5,620	5,376	5,132	5,132	4,887
10*40	25,359	24,852	24,345	23,837	23,077	22,316	21,809	21,048	20,541	19,780	19,019	18,258	17,498	16,737	15,976	15,215	14,455	13,694	12,680	11,919	11,158	10,397	9,636	8,876	8,115	7,354	6,593	6,340	5,833	5,579	5,325	5,325	5,072
10*43	26,740	26,205	25,670	25,136	24,333	23,531	22,996	22,194	21,659	20,857	20,055	19,253	18,451	17,648	16,846	16,044	15,242	14,440	13,370	12,568	11,766	10,963	10,161	9,359	8,557	7,755	6,952	6,685	6,150	5,883	5,615	5,615	5,348
10*45	27,884	27,326	26,769	26,211	25,374	24,538	23,980	23,144	22,586	21,750	20,913	20,076	19,240	18,403	17,567	16,730	15,894	15,057	13,942	13,105	12,269	11,432	10,596	9,759	8,923	8,086	7,250	6,971	6,413	6,134	5,856	5,856	5,577
10*46	28,218	27,654	27,089	26,525	25,678	24,832	24,267	23,421	22,857	22,010	21,164	20,317	19,470	18,624	17,777	16,931	16,084	15,238	14,109	13,262	12,416	11,569	10,723	9,876	9,030	8,183	7,337	7,055	6,490	6,208	5,926	5,926	5,644
10*47	28,537	27,966	27,396	26,825	25,969	25,113	24,542	23,686	23,115	22,259	21,403	20,547	19,691	18,834	17,978	17,122	16,266	15,410	14,269	13,412	12,556	11,700	10,844	9,988	9,132	8,276	7,420	7,134	6,564	6,278	5,993	5,993	5,707
10*48	29,098	28,516	27,934	27,352	26,479	25,606	25,024	24,151	23,569	22,696	21,824	20,951	20,078	19,205	18,332	17,459	16,586	15,713	14,549	13,676	12,803	11,930	11,057	10,184	9,311	8,438	7,565	7,275	6,693	6,402	6,111	6,111	5,820
10*50	29,962	29,363	28,764	28,164	27,265	26,367	25,767	24,868	24,269	23,370	22,472	21,573	20,674	19,775	18,876	17,977	17,078	16,179	14,981	14,082	13,183	12,284	11,386	10,487	9,588	8,689	7,790	7,491	6,891	6,592	6,292	6,292	5,992
10*52	30,801	30,185	29,569	28,953	28,029	27,105	26,489	25,565	24,949	24,025	23,101	22,177	21,253	20,329	19,405	18,481	17,557	16,633	15,401	14,476	13,552	12,628	11,704	10,780	9,856	8,932	8,008	7,700	7,084	6,776	6,468	6,468	6,160
10*54	31,736	31,101	30,467	29,832	28,880	27,928	27,293	26,341	25,706	24,754	23,802	22,850	21,898	20,946	19,994	19,042	18,090	17,137	15,868	14,916	13,964	13,012	12,060	11,108	10,156	9,203	8,251	7,934	7,299	6,982	6,665	6,665	6,347
10*55	32,110	31,468	30,826	30,183	29,220	28,257	27,615	26,651	26,009	25,046	24,083	23,119	22,156	21,193	20,229	19,266	18,303	17,339	16,055	15,092	14,128	13,165	12,202	11,239	10,275	9,312	8,349	8,028	7,385	7,064	6,743	6,743	6,422
10*56	32,654	32,001	31,348	30,695	29,715	28,736	28,082	27,103	26,450	25,470	24,491	23,511	22,531	21,552	20,572	19,592	18,613	17,633	16,327	15,347	14,368	13,388	12,409	11,429	10,449	9,470	8,490	8,164	7,510	7,184	6,857	6,857	6,531
10*57	33,199	32,535	31,871	31,207	30,211	29,215	28,551	27,555	26,891	25,895	24,899	23,903	22,907	21,911	20,915	19,919	18,923	17,927	16,600	15,604	14,608	13,612	12,616	11,620	10,624	9,628	8,632	8,300	7,636	7,304	6,972	6,972	6,640
10*58	33,564	32,893	32,221	31,550	30,543	29,536	28,865	27,858	27,187	26,180	25,173	24,166	23,159	22,152	21,145	20,138	19,131	18,125	16,782	15,775	14,768	13,761	12,754	11,747	10,740	9,734	8,727	8,391	7,720	7,384	7,048	7,048	6,713
10*60	34,457	33,768	33,079	32,390	31,356	30,322	29,633	28,599	27,910	26,876	25,843	24,809	23,775	22,742	21,708	20,674	19,640	18,607	17,229	16,195	15,161	14,127	13,094	12,060	11,026	9,993	8,959	8,614	7,925	7,581	7,236	7,236	6,891
10*64	36,077	35,355	34,634	33,912	32,830	31,748	31,026	29,944	29,222																								

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Good Schedule A Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR	26YR	27YR	28YR	29YR	30YR	31YR	32YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988
% GOOD	100	98	96	94	91	88	86	83	81	78	75	72	69	66	63	60	57	54	50	47	44	41	38	35	32	29	26	25	23	22	21	20	
12*32	23,165	22,702	22,238	21,775	21,080	20,385	19,922	19,227	18,764	18,069	17,374	16,679	15,984	15,289	14,594	13,899	13,204	12,509	11,583	10,888	10,193	9,498	8,803	8,108	7,413	6,718	6,023	5,791	5,328	5,096	4,865	4,865	4,633
12*36	25,247	24,742	24,237	23,732	22,975	22,217	21,712	20,955	20,450	19,693	18,935	18,178	17,420	16,663	15,906	15,148	14,391	13,633	12,624	11,866	11,109	10,351	9,594	8,836	8,079	7,322	6,564	6,312	5,807	5,554	5,302	5,302	5,049
12*40	27,209	26,665	26,121	25,576	24,760	23,944	23,400	22,583	22,039	21,223	20,407	19,590	18,774	17,958	17,142	16,325	15,509	14,693	13,605	12,788	11,972	11,156	10,339	9,523	8,707	7,891	7,074	6,802	6,258	5,986	5,714	5,714	5,442
12*42	28,250	27,685	27,120	26,555	25,708	24,860	24,295	23,448	22,883	22,035	21,188	20,340	19,493	18,645	17,798	16,950	16,103	15,255	14,125	13,278	12,430	11,583	10,735	9,888	9,040	8,193	7,345	7,063	6,498	6,215	5,933	5,933	5,650
12*44	29,270	28,685	28,099	27,514	26,636	25,758	25,172	24,294	23,709	22,831	21,953	21,074	20,196	19,318	18,440	17,562	16,684	15,806	14,635	13,757	12,879	12,001	11,123	10,245	9,366	8,488	7,610	7,318	6,732	6,439	6,147	6,147	5,854
12*45	29,886	29,288	28,691	28,093	27,196	26,300	25,702	24,805	24,208	23,311	22,415	21,518	20,621	19,725	18,828	17,932	17,035	16,138	14,943	14,046	13,150	12,253	11,357	10,460	9,564	8,667	7,770	7,472	6,874	6,575	6,276	6,276	5,977
12*46	30,271	29,666	29,060	28,455	27,547	26,638	26,033	25,125	24,520	23,611	22,703	21,795	20,887	19,979	19,071	18,163	17,254	16,346	15,136	14,227	13,319	12,411	11,503	10,595	9,687	8,779	7,870	7,568	6,962	6,660	6,357	6,357	6,054
12*47	30,647	30,034	29,421	28,808	27,889	26,969	26,356	25,437	24,824	23,905	22,985	22,066	21,146	20,227	19,308	18,388	17,469	16,549	15,324	14,404	13,485	12,565	11,646	10,726	9,807	8,888	7,968	7,662	7,049	6,742	6,436	6,436	6,129
12*48	31,252	30,627	30,002	29,377	28,439	27,502	26,877	25,939	25,314	24,377	23,439	22,501	21,564	20,626	19,689	18,751	17,814	16,876	15,626	14,688	13,751	12,813	11,876	10,938	10,001	9,063	8,126	7,813	7,188	6,875	6,563	6,563	6,250
12*50	32,088	31,446	30,804	30,163	29,200	28,237	27,596	26,633	25,991	25,029	24,066	23,103	22,141	21,178	20,215	19,253	18,290	17,328	16,044	15,081	14,119	13,156	12,193	11,231	10,268	9,306	8,343	8,022	7,380	7,059	6,738	6,738	6,418
12*51	32,303	31,657	31,011	30,365	29,396	28,427	27,781	26,811	26,165	25,196	24,227	23,258	22,289	21,320	20,351	19,382	18,413	17,444	16,152	15,182	14,213	13,244	12,275	11,306	10,337	9,368	8,399	8,076	7,430	7,107	6,784	6,784	6,461
12*52	32,894	32,236	31,578	30,920	29,934	28,947	28,289	27,302	26,644	25,657	24,671	23,684	22,697	21,710	20,723	19,736	18,750	17,763	16,447	15,460	14,473	13,487	12,500	11,513	10,526	9,539	8,552	8,224	7,566	7,237	6,908	6,908	6,579
12*53	33,484	32,814	32,145	31,475	30,470	29,466	28,796	27,792	27,122	26,118	25,113	24,108	23,104	22,099	21,095	20,090	19,086	18,081	16,742	15,737	14,733	13,728	12,724	11,719	10,715	9,710	8,706	8,371	7,701	7,366	7,032	7,032	6,697
12*54	33,939	33,260	32,581	31,903	30,884	29,866	29,188	28,169	27,491	26,472	25,454	24,436	23,418	22,400	21,382	20,363	19,345	18,327	16,970	15,951	14,933	13,915	12,897	11,879	10,860	9,842	8,824	8,485	7,806	7,467	7,127	7,127	6,788
12*55	34,390	33,702	33,014	32,327	31,295	30,263	29,575	28,544	27,856	26,824	25,793	24,761	23,729	22,697	21,666	20,634	19,602	18,571	17,195	16,163	15,132	14,100	13,068	12,037	11,005	9,973	8,941	8,598	7,910	7,566	7,222	7,222	6,878
12*56	34,975	34,276	33,576	32,877	31,827	30,778	30,079	29,029	28,330	27,281	26,231	25,182	24,133	23,084	22,034	20,985	19,936	18,887	17,488	16,438	15,389	14,340	13,291	12,241	11,192	10,143	9,094	8,744	8,044	7,695	7,345	7,345	6,995
12*57	35,561	34,850	34,139	33,427	32,361	31,294	30,582	29,516	28,804	27,738	26,671	25,604	24,537	23,470	22,403	21,337	20,270	19,203	17,781	16,714	15,647	14,580	13,513	12,446	11,380	10,313	9,246	8,890	8,179	7,823	7,468	7,468	7,112
12*58	35,856	35,139	34,422	33,705	32,629	31,553	30,836	29,760	29,043	27,968	26,892	25,816	24,741	23,665	22,589	21,514	20,438	19,362	17,928	16,852	15,777	14,701	13,625	12,550	11,474	10,398	9,323	8,964	8,247	7,888	7,530	7,530	7,171
12*59	36,141	35,418	34,695	33,973	32,888	31,804	31,081	29,997	29,274	28,190	27,106	26,022	24,937	23,853	22,769	21,685	20,600	19,516	18,071	16,986	15,902	14,818	13,734	12,649	11,565	10,481	9,397	9,035	8,312	7,951	7,590	7,590	7,228
12*60	36,717	35,983	35,248	34,514	33,412	32,311	31,577	30,475	29,741	28,639	27,538	26,436	25,335	24,233	23,132	22,030	20,929	19,827	18,359	17,257	16,155	15,054	13,952	12,851	11,749	10,648	9,546	9,179	8,445	8,078	7,711	7,711	7,343
12*61	37,292	36,546	35,800	35,054	33,936	32,817	32,071	30,952	30,207	29,088	27,969	26,850	25,731	24,613	23,494	22,375	21,256	20,138	18,646	17,527	16,408	15,290	14,171	13,052	11,933	10,815	9,696	9,323	8,577	8,204	7,831	7,831	7,458
12*62	37,558	36,807	36,056	35,305	34,178	33,051	32,300	31,173	30,422	29,295	28,169	27,042	25,915	24,788	23,662	22,535	21,408	20,281	18,779	17,652	16,526	15,399	14,272	13,145	12,019	10,892	9,765	9,390	8,638	8,263	7,887	7,887	7,512
12*63	37,813	37,057	36,300	35,544	34,410	33,275	32,519	31,385	30,629	29,494	28,360	27,225	26,091	24,957	23,822	22,688	21,553	20,419	18,907	17,772	16,638	15,503	14,369	13,235	12,100	10,966	9,831	9,453	8,697	8,319	7,941	7,941	7,563
12*64	38,378	37,610	36,843	36,075	34,924	33,773	33,005	31,854	31,086	29,935	28,784	27,632	26,481	25,329	24,178	23,027	21,875	20,724	19,189	18,038	16,886	15,735	14,584	13,432	12,281	11,130	9,978	9,595	8,827	8,443	8,059	8,059	7,676
12*65	38,944	38,165	37,386	36,607	35,439	34,271	33,492	32,324	31,545	30,376	29,208	28,040	26,871	25,703	24,535	23,366	22,198	21,030	19,472	18,304	17,135	15,967	14,799	13,630	12,462	11,294	10,125	9,736	8,957	8,568	8,178	8,178	7,789
12*66	39,344	38,557	37,770	36,983	35,803	34,623	33,836	32,656	31,869	30,688	29,508	28,328	27,147	25,967	24,787	23,606	22,426	21,246	19,672	18,492	17,311	16,131	14,951	13,770	12,590	11,410	10,229	9,836	9,049	8,656	8,262	8,262	7,869
12*67	39,739	38,944	38,149	37,355	36,162	34,970	34,176	32,983	32,189	30,996	29,804	28,612	27,420	26,228	25,036	23,843	22,651	21,459	19,870	18,677	17,485	16,293	15,101	13,909	12,716	11,524	10,332	9,935	9,140	8,743	8,345	8,345	7,948
12*68	40,300	39,494	38,688	37,882	36,673	35,464	34,658	33,449	32,643	31,434	30,225	29,016	27,807	26,598	25,389	24,180	22,971	21,762	20,150	18,941	17,732	16,523	15,314	14,105	12,896	11,687	10,478	10,075	9,269	8,866	8,463	8,463	8,060
12*69	40,860	40,043	39,226	38,408	37,183	35,957	35,140	33,914	33,097	31,871	30,645	29,419	28,193	26,968	25,742	24,516	23,290	22,064	20,430	19,204	17,978	16,753	15,527	14,301	13,075	11,849	10,624	10,215	9,398	8,989	8,581	8,581	8,172
12*70	41,246	40,421	39,596	38,771	37,534	36,296	35,472	34,234	33,409	32,172	30,935	29,697	28,460	27,222	25,985	24,748	23,510	22,273	20,623	19,386	18,148	16,911	15,673	14,436	13,199	11,961	10,724	10,312	9,487	9,074	8,662	8,662	8,249
12*71	41,626	40,793	39,961	39,128	37,880	36,631	35,798	34,550	33,717	32,468	31,220	29,971	28,722	27,473	26,224	24,976	23,727	22,478	20,813	19,564	18,315	17,067	15,818	14,569	13,320	12,072	10,823	10,407	9,574	9,158	8,741		

2020 SINGLE WIDE MOBILE HOME PRICING GUIDE (Schedules from Marshall & Swift)

Good Schedule A Values

	NEW	1YR	2YR	3YR	4YR	5YR	6YR	7YR	8YR	9YR	10YR	11YR	12YR	13YR	14YR	15YR	16YR	17YR	18YR	19YR	20YR	21YR	22YR	23YR	24YR	25YR	26YR	27YR	28YR	29YR	30YR	31YR	32YR
SIZE	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988
% GOOD	100	98	96	94	91	88	86	83	81	78	75	72	69	66	63	60	57	54	50	47	44	41	38	35	32	29	26	25	23	22	21	21	20
14*40	28,975	28,396	27,816	27,237	26,367	25,498	24,919	24,049	23,470	22,601	21,731	20,862	19,993	19,124	18,254	17,385	16,516	15,647	14,488	13,618	12,749	11,880	11,011	10,141	9,272	8,403	7,534	7,244	6,664	6,375	6,085	6,085	5,795
14*46	31,915	31,277	30,638	30,000	29,043	28,085	27,447	26,489	25,851	24,894	23,936	22,979	22,021	21,064	20,106	19,149	18,192	17,234	15,958	15,000	14,043	13,085	12,128	11,170	10,213	9,255	8,298	7,979	7,340	7,021	6,702	6,702	6,383
14*48	32,926	32,267	31,609	30,950	29,963	28,975	28,316	27,329	26,670	25,682	24,695	23,707	22,719	21,731	20,743	19,756	18,768	17,780	16,463	15,475	14,487	13,500	12,512	11,524	10,536	9,549	8,561	8,232	7,573	7,244	6,914	6,914	6,585
14*50	33,989	33,309	32,629	31,950	30,930	29,910	29,231	28,211	27,531	26,511	25,492	24,472	23,452	22,433	21,413	20,393	19,374	18,354	16,995	15,975	14,955	13,935	12,916	11,896	10,876	9,857	8,837	8,497	7,817	7,478	7,138	7,138	6,798
14*52	35,029	34,328	33,628	32,927	31,876	30,826	30,125	29,074	28,373	27,323	26,272	25,221	24,170	23,119	22,068	21,017	19,967	18,916	17,515	16,464	15,413	14,362	13,311	12,260	11,209	10,158	9,108	8,757	8,057	7,706	7,356	7,356	7,006
14*54	36,058	35,337	34,616	33,895	32,813	31,731	31,010	29,928	29,207	28,125	27,044	25,962	24,880	23,798	22,717	21,635	20,553	19,471	18,029	16,947	15,866	14,784	13,702	12,620	11,539	10,457	9,375	9,015	8,293	7,933	7,572	7,572	7,212
14*55	36,441	35,712	34,983	34,255	33,161	32,068	31,339	30,246	29,517	28,424	27,331	26,238	25,144	24,051	22,958	21,865	20,771	19,678	18,221	17,127	16,034	14,941	13,848	12,754	11,661	10,568	9,475	9,110	8,381	8,017	7,653	7,653	7,288
14*56	37,063	36,322	35,580	34,839	33,727	32,615	31,874	30,762	30,021	28,909	27,797	26,685	25,573	24,462	23,350	22,238	21,126	20,014	18,532	17,420	16,308	15,196	14,084	12,972	11,860	10,748	9,636	9,266	8,524	8,154	7,783	7,783	7,413
14*58	38,057	37,296	36,535	35,774	34,632	33,490	32,729	31,587	30,826	29,684	28,543	27,401	26,259	25,118	23,976	22,834	21,692	20,551	19,029	17,887	16,745	15,603	14,462	13,320	12,178	11,037	9,895	9,514	8,753	8,373	7,992	7,992	7,611
14*59	38,413	37,645	36,876	36,108	34,956	33,803	33,035	31,883	31,115	29,962	28,810	27,657	26,505	25,353	24,200	23,048	21,895	20,743	19,207	18,054	16,902	15,749	14,597	13,445	12,292	11,140	9,987	9,603	8,835	8,451	8,067	8,067	7,683
14*60	39,027	38,246	37,466	36,685	35,515	34,344	33,563	32,392	31,612	30,441	29,270	28,099	26,929	25,758	24,587	23,416	22,245	21,075	19,514	18,343	17,172	16,001	14,830	13,659	12,489	11,318	10,147	9,757	8,976	8,586	8,196	8,196	7,805
14*61	39,640	38,847	38,054	37,262	36,072	34,883	34,090	32,901	32,108	30,919	29,730	28,541	27,352	26,162	24,973	23,784	22,595	21,406	19,820	18,631	17,442	16,252	15,063	13,874	12,685	11,496	10,306	9,910	9,117	8,721	8,324	8,324	7,928
14*62	39,986	39,186	38,387	37,587	36,387	35,188	34,388	33,188	32,389	31,189	29,990	28,790	27,590	26,391	25,191	23,992	22,792	21,592	19,993	18,793	17,594	16,394	15,195	13,995	12,796	11,596	10,396	9,997	9,197	8,797	8,397	8,397	7,997
14*63	40,315	39,509	38,702	37,896	36,687	35,477	34,671	33,461	32,655	31,446	30,236	29,027	27,817	26,608	25,398	24,189	22,980	21,770	20,158	18,948	17,739	16,529	15,320	14,110	12,901	11,691	10,482	10,079	9,272	8,869	8,466	8,466	8,063
14*64	40,920	40,102	39,283	38,465	37,237	36,010	35,191	33,964	33,145	31,918	30,690	29,462	28,235	27,007	25,780	24,552	23,324	22,097	20,460	19,232	18,005	16,777	15,550	14,322	13,094	11,867	10,639	10,230	9,412	9,002	8,593	8,593	8,184
14*65	41,525	40,695	39,864	39,034	37,788	36,542	35,712	34,466	33,635	32,390	31,144	29,898	28,652	27,407	26,161	24,915	23,669	22,424	20,763	19,517	18,271	17,025	15,780	14,534	13,288	12,042	10,797	10,381	9,551	9,136	8,720	8,720	8,305
14*66	41,937	41,098	40,260	39,421	38,163	36,905	36,066	34,808	33,969	32,711	31,453	30,195	28,937	27,678	26,420	25,162	23,904	22,646	20,969	19,710	18,452	17,194	15,936	14,678	13,420	12,162	10,904	10,484	9,646	9,226	8,807	8,807	8,387
14*67	42,343	41,496	40,649	39,802	38,532	37,262	36,415	35,145	34,298	33,028	31,757	30,487	29,217	27,946	26,676	25,406	24,136	22,865	21,172	19,901	18,631	17,361	16,090	14,820	13,550	12,279	11,009	10,586	9,739	9,315	8,892	8,892	8,469
14*68	42,942	42,083	41,224	40,365	39,077	37,789	36,930	35,642	34,783	33,495	32,207	30,918	29,630	28,342	27,053	25,765	24,477	23,189	21,471	20,183	18,894	17,606	16,318	15,030	13,741	12,453	11,165	10,736	9,877	9,447	9,018	9,018	8,588
14*69	43,541	42,670	41,799	40,929	39,622	38,316	37,445	36,139	35,268	33,962	32,656	31,350	30,043	28,737	27,431	26,125	24,818	23,512	21,771	20,464	19,158	17,852	16,546	15,239	13,933	12,627	11,321	10,885	10,014	9,579	9,144	9,144	8,708
14*70	43,935	43,056	42,178	41,299	39,981	38,663	37,784	36,466	35,587	34,269	32,951	31,633	30,315	28,997	27,679	26,361	25,043	23,725	21,968	20,649	19,331	18,013	16,695	15,377	14,059	12,741	11,423	10,984	10,105	9,666	9,226	9,226	8,787
14*71	44,324	43,438	42,551	41,665	40,335	39,005	38,119	36,789	35,902	34,573	33,243	31,913	30,584	29,254	27,924	26,594	25,265	23,935	22,162	20,832	19,503	18,173	16,843	15,513	14,184	12,854	11,524	11,081	10,195	9,751	9,308	9,308	8,865
14*72	44,917	44,019	43,120	42,222	40,874	39,527	38,629	37,281	36,383	35,035	33,688	32,340	30,993	29,645	28,298	26,950	25,603	24,255	22,459	21,111	19,763	18,416	17,068	15,721	14,373	13,026	11,678	11,229	10,331	9,882	9,433	9,433	8,983
14*73	45,510	44,600	43,690	42,779	41,414	40,049	39,139	37,773	36,863	35,498	34,133	32,767	31,402	30,037	28,671	27,306	25,941	24,575	22,755	21,390	20,024	18,659	17,294	15,929	14,563	13,198	11,833	11,378	10,467	10,012	9,557	9,557	9,102
14*74	45,784	44,868	43,953	43,037	41,663	40,290	39,374	38,001	37,085	35,712	34,338	32,964	31,591	30,217	28,844	27,470	26,097	24,723	22,892	21,518	20,145	18,771	17,398	16,024	14,651	13,277	11,904	11,446	10,530	10,072	9,615	9,615	9,157
14*75	46,040	45,119	44,198	43,278	41,896	40,515	39,594	38,213	37,292	35,911	34,530	33,149	31,768	30,386	29,005	27,624	26,243	24,862	23,020	21,639	20,258	18,876	17,495	16,114	14,733	13,352	11,970	11,510	10,589	10,129	9,668	9,668	9,208
14*76	46,624	45,692	44,759	43,827	42,428	41,029	40,097	38,698	37,765	36,367	34,968	33,569	32,171	30,772	29,373	27,974	26,576	25,177	23,312	21,913	20,515	19,116	17,717	16,318	14,920	13,521	12,122	11,656	10,724	10,257	9,791	9,791	9,325
14*78	47,565	46,614	45,662	44,711	43,284	41,857	40,906	39,479	38,528	37,101	35,674	34,247	32,820	31,393	29,966	28,539	27,112	25,685	23,783	22,356	20,929	19,502	18,075	16,648	15,221	13,794	12,367	11,891	10,940	10,464	9,989	9,989	9,513
14*80	48,494	47,524	46,554	45,584	44,130	42,675	41,705	40,250	39,280	37,825	36,371	34,916	33,461	32,006	30,551	29,096	27,642	26,187	24,247	22,792	21,337	19,883	18,428	16,973	15,518	14,063	12,608	12,124	11,154	10,669	10,184	10,184	9,699
16*56	39,337	38,550	37,764	36,977	35,797	34,617	33,830	32,650	31,863	30,683	29,503	28,323	27,143	25,962	24,782	23,602	22,422	21,242	19,669	18,488	17,308	16,128	14,948	13,768	12,588	11,408	10,228	9,834	9,048	8,654	8,261	8,261	7,867
16*70	46,508	45,578	44,648	43,718	42,322	40,927	39,997	38,602	37,671	36,276	34,881	33,486	32,091	30,695	29,300	27,905	26,510	25,114	23,254	21,859	20,464	19,068	17,673	16,278									



COUNTY OF STOKES
TAX ADMINISTRATION

Post Office Box 294 • 1014 Main Street • Administration Building • Danbury, NC 27016
Phone (336) 593-2811 • Fax (336) 593-4019

Date: December 30, 2019

To: Board of County Commissioners

From: Richard Brim, Tax Administrator

Reference: Requested 2020 Board of Equalization and Review Date

Listed below is the proposed hearing date for the 2020 Board of Equalization and Review:

<u>Date</u>	<u>Day</u>	<u>Time</u>
April 6 th	Monday	Begin 6:00 P.M.

Please feel free to change the above date if necessary.

Sincerely,

Richard Brim

**Richard Brim
Tax Administrator**

Approval

Denial

**Andy Nickelston
Chairman, Board of Commissioners**

Date

COUNTY OF STOKES

Richard T. Brim
Tax Administrator



Phone (336) 593-2811

TAX ADMINISTRATION

Fax (336) 593-4019

Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

Date: January 2, 2020

To: Board of County Commissioners

From: Richard T. Brim, Tax Administrator

Reference: Releasement of Tax for County Owned Surplus Property

BOC:

The Tax Office is requesting the releasement of all tax bills generated after the year the County became the owner of record. All these properties are a direct result of the tax foreclosure process where no individual upset the initial bid that the County entered. As a result the County became the owner of the property. These properties should have been coded as exempt from that point per NCGS 105-278.1 forward but were not.

I have attached a summary list of the 15 County Owned Surplus Properties. A detailed list can be provided upon request.

Parcel	Tax Year	Due Amount	Primary Owner
598800984426	2012-2019	\$764.23	COUNTY OF STOKES
601000165939	2015-2019	\$101.65	COUNTY OF STOKES
691602956062	2013-2019	\$98.36	COUNTY OF STOKES
693602983927	2016-2019	\$51.19	COUNTY OF STOKES
694102764215	2010-2019	\$79.54	COUNTY OF STOKES
694602955008	2012-2019	\$115.82	COUNTY OF STOKES
694602955738	2013-2019	\$196.66	COUNTY OF STOKES
694719500708	2012-2019	\$1,569.22	COUNTY OF STOKES
696206474949	2017-2019	\$388.27	COUNTY OF STOKES
696318218568	2017-2019	\$204.73	COUNTY OF STOKES
699305088022	2009-2019	\$446.17	COUNTY OF STOKES
696317204306	2006-2019	\$2,672.59	STOKES COUNTY
696318312190	2006-2019	\$2,254.70	STOKES COUNTY
697201052502	2007-2019	\$1,091.98	STOKES COUNTY
699305089642	2008-2019	\$597.86	STOKES COUNTY
Grand Total		\$10,632.97	

Sincerely,

Richard T. Brim

Richard T. Brim
Tax Administrator

Approval

Denial

Andy Nickelston
Chairman, Board of Commissioners

Date

COUNTY OF STOKES

Richard T. Brim
Tax Administrator



Phone (336) 593-2811

TAX ADMINISTRATION

Fax (336) 593-4019

Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

Date: December 19, 2019

To: Board of Commissioners

From: Richard T. Brim, Tax Administrator

Reference: Adoption of a Delinquent Payment Arrangement Agreement Policy

BOC:

In order to ensure fairness and consistency the Tax Office has prepared a standard Delinquent Payment Arrangement Agreement Policy. This agreement will serve as the final option to Tax Foreclosure. Please review the attached "Stokes County Delinquent Property Tax Payment Arrangement Agreement Policy" and copy of a blank "Delinquent Property Tax Payment Arrangement Agreement". Both of these documents have been reviewed by County Attorney, Nicholas Overby from the legal perspective. If you have any questions or concerns, please let me know.

Sincerely,

Richard T. Brim

Richard T. Brim



COUNTY OF STOKES

TAX ADMINISTRATION

Post Office Box 294 • 1014 Main Street • Administration Building • Danbury, NC 27016
Phone (336) 593-2811 • Fax (336) 593-4019

Stokes County Delinquent Property Tax Payment Arrangement Agreement Policy

As always it is never the goal or intent of the Stokes County Tax Administration to foreclose on any property; but, sometimes it is the only option the County has to settle property tax debt. The Stokes County Tax Administration is willing to put together a specific detailed payment arrangement agreement that will hopefully benefit the taxpayer and at the same time meet the County's expectations for the collection of delinquent property taxes.

The Stokes County Tax Administration promotes a taxpayer friendly atmosphere and with the support of the Stokes County Board of Commissioners, would like to extend the opportunity of offering a specific detailed payment arrangement that, if followed by the taxpayer, would avoid the tax foreclosure process.

The terms are as follows:

- Payments will be applied to oldest delinquent tax bill first.
- One parcel per Payment Arrangement, each delinquent tax bill will be specifically listed on the agreement. Additional parcels will need separate agreements.
- Current year taxes are not a part of the agreement and must be paid separately.
- Payments are to be received or postmarked by the last day of the month.
- $\frac{3}{4}\%$ Statutory Interest will be applied at the beginning of each month on the balance due.
- Allowable Terms:

# of Years Delinquent	Months
1	6
2	12
3	18
4	24
5	30
6 or More	36

- Hardship Accounts upon approval may have term extended to 48 months.
- Equal Monthly Payments are calculated based on term and applicable interest rate, \$50 Minimum Monthly Payment if applicable.
- Taxpayer must provide Social Security Number. Social Security Number (SSN) is mandatory for approval of a Delinquent Property Tax Payment Arrangement Agreement and will be used to establish the identification of the applicant. The SSN may be used for verification of information provided on this application. The authority to require this number is given by 42 U.S.C. Section 405(c)(2)(C)(i). The SSN will be kept confidential. The SSN may also be used to facilitate collection of property taxes if you do not comply with the terms of the agreement.

Using the SSN will allow the tax collector to claim payment of an unpaid property tax bill from any State income tax refund that might otherwise be owed to you. Your SSN may be shared with the State for this purpose. In addition, your SSN may be used to garnish wages for failure to timely pay taxes.

- Taxpayer must provide employer name and address.
- Payment amount received must be equal to or greater than the agreed upon monthly amount.
- If Payment Arrangement Agreement becomes 60 days delinquent, the agreement will be considered void and the County will pursue enforced collections up to and including tax foreclosure.
- Payment Arrangement Agreement must be notarized.

Sincerely,

Richard T. Brim

Richard T. Brim
Stokes County Tax Administrator

Approval _____

Denial _____

Andy Nickelston
Chairman, Board of Commissioners

Date



COUNTY OF STOKES

TAX ADMINISTRATION

Post Office Box 294 • 1014 Main Street • Administration Building • Danbury, NC 27016
Phone (336) 593-2811 • Fax (336) 593-4019

Stokes County Delinquent Property Tax Payment Arrangement Agreement

Standard Terms:

- Payments will be applied to oldest delinquent tax bill first.
- One parcel per Payment Arrangement, each delinquent tax bill will be specifically listed on the agreement. Additional parcels will need separate agreements.
- Current year taxes are not a part of the agreement and must be paid separately.
- Payments are to be received or postmarked by the last day of the month.
- $\frac{3}{4}\%$ Statutory Interest will be applied at the beginning of each month on the balance due.
- Allowable Terms:

# of Years Delinquent	Months
1	6
2	12
3	18
4	24
5	30
6 or More	36

- Hardship Accounts upon approval may have term extended to 48 months.
- Equal Monthly Payments are calculated based on term and applicable interest rate, \$50 Minimum Monthly Payment if applicable.
- Payment amount received must be equal to or greater than the agreed upon monthly amount.
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- Taxpayer must provide employer name and address.
- If Payment Arrangement Agreement becomes 60 days delinquent, the agreement will be considered void and the County will pursue enforced collections up to and including tax foreclosure.
- Payment Arrangement Agreement must be notarized.

Specific Information:

- **Property Owner(s):** _____
- **Social Security Number:** _____
- **Employer Name and Address:** _____
- **Parcel Number :** _____
- **Legal Description:** _____
- **Delinquent Tax Bills:** _____
- **Monthly Amount :** _____
- **Contact Information:** _____
- **First Payment Due by:** _____

Property Owner:

Printed Name	Date	Signature
--------------	------	-----------

Stokes County Tax Administration Agent:

Printed Name	Date	Signature
--------------	------	-----------

THE STATE OF NORTH CAROLINA

COUNTY OF STOKES

I, _____, Notary Public, do hereby certify that

(name of individual (s) whose acknowledgement is being taken) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Sworn To and Subscribed Before Me This ____ Day of _____

Shannon Conner

My Commission Expires on 12/05/2021

COUNTY OF STOKES

Richard Brim
Tax Administrator



Phone (336) 593-2811

TAX ADMINISTRATION

Fax (336) 593-4019

Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

Date: January 2, 2020

To: Stokes County Board of Commissioners

From: Richard Brim, Tax Administrator

Reference: Stonewall Country Club LLC, Business Personal Property Discovery

The Tax Office, as part of its Business Personal Property Compliance Review Process, determined that Stonewall Country Club LLC, located at 3200 South Friendship Road in Germanton, had not been listing their Business Personal Property. Our office reached out to Mr. Richard Regan, owner and operator of Stonewall Country Club LLC, and informed him of the annual process of listing Business Personal Property. Mr. Regan was unaware of his obligation to list Business Personal Property. The Tax Office processed a six year Discovery and billed the Business Personal Property in accordance with NCGS 105-312.

Upon receiving the Discovery Bills, Mr. Regan contacted the Tax Office. Mr. Regan and I discussed the Discovery process in detail. Mr. Regan is a model taxpaying citizen and has a history of paying his taxes in a timely manner. Mr. Regan asked the Tax Office to go before the BOC on his behalf and ask for the penalty portion of the Discovery Bills to be released. It has been common practice of the BOC to forgive the penalty portion of discovery bills for model taxpayers. This action is allowed per NCGS 105-312k.

It is my opinion that Mr. Regan wants to fulfill his duties and pay his taxes; but, was just unaware of the requirements to list Business Personal Property annually. Mr. Regan has already paid the entire original levy amount of \$2,836.70 associated with the Discovery Bills. All that remains due is \$726.47, the penalty portion of the Discovery Bills. Now that Mr. Regan understands the process, he assured the Tax Office that he will submit his Business Personal Property Listing Form annually during the regular listing period. If you need any additional information, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Richard Brim".

Richard Brim

Approval _____

Denial _____

Date _____

Andy Nickelston
Chairman, Board of Commissioners



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.c.

Stokes County Community Child Protection and Child Fatality Prevention Report 2019

Contact: DSS Director Stacey Elmes / Health Director Tammy Martin

Summary:

The Stokes County Community Child Protection and Child Fatality Prevention Team's Annual Report for 2019 is presented for your review with a request to approve the attached list of team members on the next meetings Action Agenda.

ATTACHMENTS:

Description	Upload Date	Type
Stokes County Community Child Protection and Child Fatality Prevention Team Annual Report 2019	1/7/2020	Cover Memo



Stokes County
Department of Social Services

Post Office Box 30
Danbury, North Carolina 27016

www.co.stokes.nc.us

(336)593-2861 • Fax (336)593-9362 • Courier # 09-16-01

Stacey S. Elmes
Director

MEMORANDUM

TO: Shannon Shaver, Assistant County Manager & Clerk to the Board

FROM: Stacey Elmes, Director, Stokes County Department of Social Services
Tammy Martin, Director, Stokes County Health Dept./Family Health Center

DATE: January 2, 2019

RE: Stokes County Community Child Protection and Child Fatality Prevention Team, Annual Report – 2019

In accordance with North Carolina General Statutes, please find attached the Annual Report for 2019 for the Stokes County Community Child Protection and Child Fatality Prevention Team. General statute require that this report be submitted to the Board of County Commissioners annually.

We would ask that the attached list of team members be officially appointed by the Board of County Commissioners so we request that this aspect of the report be placed on an upcoming action agenda.

As always, thank you for your continued support.

Stokes County Community Child Protection and Child Fatality Prevention Team Annual Report 2019

Prepared December 31, 2019

Introduction

The Community Child Protection Team and the Child Fatality Prevention Team formally merged in November 2011. During 2019, the CCPT/CFPT team met four times. All meetings were held at the Stokes Family Health Center in Danbury. On average, twelve people attended each meeting.

Related North Carolina General Statutes

N.C.G.S. 7B-1406 provides for Community Child Protection Teams (CCPTs) to be established in each county. Such teams were established as one means for the state and local communities to form a partnership to strengthen child protection.

Per statute, each CCPT shall: (1) Review, in accordance with the procedures established by the director of the county department of social services under G.S. 7B-1409:

- a. Selected active cases in which children are being served by child protective services;
- b. Cases in which a child died as a result of suspected abuse or neglect, and 1. A report of abuse or neglect has been made about the child or the child's family to the county department of social services within the previous 12 months, or 2. The child or child's family was a recipient of child protective services within the previous 12 months.

Each CCPT shall submit annually to the Board of County Commissioners recommendations, if any, and advocate for system improvements and needed resources where gaps and deficiencies may exist.

N.C.G.S. 7B-1407 identifies who shall comprise the CCPT. Each local team shall consist of representatives of public and nonpublic agencies in the community that provide services to children and their families and other individuals who represent the community. Local teams that review the records of additional child fatalities are required to have five additional team members. [Attached to this report is a list of team members for Stokes County.]

Local Team Strengths

- Low turnover rate among team members.
- Low turnover rate among team leadership.
- Strong team participation by appointed members.
- Diverse membership from multiple disciplines.

Meeting Highlights

During case reviews, it was evident that there continues to be problems with lack of transportation, lack of substance abuse/mental health treatment nearby, and lack of helpful and timely services for alcohol abusers. As far as transportation, there has been quite a bit of assistance using county funds in order to help folks get to mental health appointments or substance use appointments. Getting folks to take advantage of available resources is a problem.

The team continues to spend quite a bit of time discussing the drug epidemic and the impact that it is having on our families and children in Stokes County. Funding has been appropriated by our Board of County Commissioners for the following: medication storage/lock boxes, continuation of 2-1-1, funding for substance abuse prevention/treatment for adolescents, narcan kits for law enforcement and EMS, a detective position with the sheriff's department for enforcement dealing with drug abuse, and a position with the Department of Social Services to assist individuals in getting the right resources for treatment. While these are all steps in the right direction, we still have a long ways to go.

The team reviewed zero fatalities between the months of January 2019 and December 2019.

Number of Children	Cause of Death

The following recommendations continue to be important:

- Stokes County residents could benefit from better/easier access to substance abuse and mental health assessment and treatment. Transportation to/from this treatment is also a huge barrier.
- All social workers working in the county will continue to educate new parents on safe sleeping for newborns, specifically discouraging the practice of placing any items in a crib with a newborn.
- Stokes County Department of Social Services and Stokes Family Health Center will work on increasing awareness for county residents of resources available at both departments.
- Awareness in the schools regarding suicide, alcohol, drugs, mental health issues, driver safety, etc. continues to be of utmost importance.

Recommendations Made to the State Community Child Protection Team Coordinator

- Assistance in developing resources in rural counties.
- Information on how local gaps in services can be addressed beyond what the local team has already done.
- Regional CCPT meeting held quarterly or twice a year to share ideas among local agencies.

Recommendations for the Board of County Commissioners

- Continue to support efforts by service providers to make resources such as transportation and mental health/substance abuse treatment available to Stokes County citizens.
- Formally appoint the individuals listed on the attached sheet to serve on the team, as required by N.C.G.S. 7B-1407.

Conclusion

In conclusion, our Community Child Protection and Child Fatality Prevention Team remains focused on the task of identifying system deficiencies in Stokes County as they relate to child abuse and neglect. We continue to be satisfied with the merger of the Community Child Protection and Child Fatality Prevention Teams and are confident that our joint efforts will make an even greater impact on our ability to enhance child safety in our community. Our goal is to make Stokes County a safer place for all of our children and families. We welcome your input and, most importantly, your continued support.

Respectfully Submitted,



Stacey Elmes
Director, Department of Social Services
Co-Chair, CCP&CFP Team



Tammy Martin
Director, Stokes County Health Dept./Family Health Center
Co-Chair, CCP&CFP Team

Attachments

Stokes County Community Child Protection and Child Fatality Prevention Team **2020**

Team Members	Address	Team Position (**indicates position required by statute)	Appointed by:	E-mail
Stacey Elmes – Co-Chair	Stokes County DSS Post Office Box 30 Danbury, NC 27016	**Director of the county department of social services	County Commissioners	selmes@co.stokes.nc.us
Tammy Martin – Co-Chair	Stokes Family Health Center Post Office Box 187 Danbury, NC 27016	**Director of the local department of public health	County Commissioners	tmartin@co.stokes.nc.us
Marsha Marshall	Stokes County DSS Post Office Box 30 Danbury, NC 27016	**Member of the DSS Director's staff	DSS Director	msmarshall@co.stokes.nc.us
Sheriff Mike Marshall or Detective Anna Keaton	Stokes County Sheriff's Department Post Office Box 118 Danbury, NC 27016	**Local law enforcement officer	County Commissioners	mmarshall@co.stokes.nc.us ; akeaton@co.stokes.nc.us
Ricky Bowman or Quentin Harris	District Attorney's Office Post Office Box 179 Danbury, NC 27016	**Attorney from the district attorney's office	District Attorney	c.ricky.bowman@nccourts.org quentin.e.harris@nccourts.org
Jeannie Easter	YVEDDI Post Office Box 83 Danbury, NC 27016	**Executive director of the local community action agency or his designee	Executive Director – Community Action Agency	jeaster@yveddi.com
Brad Rice	Stokes County Schools Post Office Box 50 Danbury, NC 27016	**Superintendent or his designee	School Superintendent	brad.rice@stokes.k12.nc.us
Reid Thornburg	Cardinal Innovations	**Local mental health professional	Local Management Entity	Reid.Thornburg@cardinalinnovations.org
Jaime Kehoe	Guardian ad Litem Program Post Office Box 250 Danbury, NC 27016	**Guardian ad Litem Coordinator	Guardian ad Litem Office	Jaime.L.Kehoe@nccourts.org
Dr. Sam Newsome	Post Office Box 1129 King, NC 27021	**Local health care provider/ County medical examiner	Chief Medical Examiner	samnewsome75@gmail.com
Brandon Gentry	Stokes County EMS Post Office Box 20 Danbury, NC 27016	**Emergency medical services provider or firefighter	County Commissioners	bgentry@co.stokes.nc.us

Stokes County Community Child Protection and Child Fatality Prevention Team **2020**

Judge Bill Southern		**District Court Judge	Chief District Court Judge	southern@alumni.unc.edu
Ronda Jones	1930 Snow Hill Church Road Danbury, NC 27016	Community Representative	County Commissioners	Rondaworks1@gmail.com
Jessica Smith	YVEDDI Headstart PO Box 309 Booneville, NC 27011	**Representative of a local child care facility or Head Start program	DSS Director	JBrindle@yvheadstart.com
Dee Caruthers	1263 Lakeshore Lane Mt. Airy, NC 27030	**Parent of a child who died before reaching the child's 18 th birthday	County Commissioners	deesonias2008@gmail.com
Additional Appointees	Address	Team Position	Appointed by:	E-mail
Commissioner Jimmy Walker	126 Jefferson Church Rd. King, NC 27021	County Commissioner	County Commissioners	jwalker@co.stokes.nc.us
Rusty Slate or Tiffany Cone	Department of Juvenile Justice Post Office Box 51 Danbury, NC 27016	Juvenile Services	County Commissioners	rusty.slate@ncdps.gov tiffany.cone@ncdps.gov
Joe Rick	Parenting Path 500 Northwest Blvd. Winston Salem, NC	Prevention Agency	County Commissioners	Joe.rick@parentingpath.org
Pam Hooker 336-413-4713	1229 Hall Road Westfield, NC 27053	Community Representative	County Commissioners	pamhooker@gmail.com
Evelyn Lemons	1024 Volunteer Road King, NC 27021	Community Representative	County Commissioners	evelyn.lemons@gmail.com
Joanie Spencer	Stokes County Health Dept.	SIDS Counselor	County Commissioners	jspencer@co.stokes.nc.us
Tamara Veit	Stokes Friends of Youth	Community Representative	County Commissioners	tamara@sfoy.org
Team Coordinator:	Address	Team Position	Appointed by:	E-mail
Hayley Shelton	Stokes Family Health Center Post Office Box 187, Danbury, NC	Team Coordinator	Team Co-chairs	hshelton@co.stokes.nc.us



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.d.

Sheriff's Department Full Time SRO Request

Contact: Sheriff Mike Marshall

Summary:

The Sheriff's Office and School Board have received a new grant for SRO positions. The grant is for \$100,000.00 from the state, with a \$50,000.00 match from the county. In talking with Julia, the cost of an SRO's salary is approximately \$50,000.00. With this grant, we request 3 new full time Deputy Sheriffs as SRO positions to fill these spots. In doing this, the county will save around \$30,000.00 from the 2019-2020 budget where they allotted \$100,000.00 to pay for Deputy Sheriff's to be at each school throughout the day.

The Sheriff's Department is requesting that this item be moved to the Action Agenda at tonight's meeting and effective for the next pay period beginning January 25,2020.



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.e.

County Buildings and New Restructuring Request

Contact: Jake Oakley

Summary:

ATTACHMENTS:

Description	Upload Date	Type
County Buildings and New Restructuring	1/7/2020	Cover Memo

COUNTY OF STOKES

Jake M. Oakley
County Manager
cmanager@co.stokes.nc.us



Shannon B. Shaver
Assistant County Manager /
Clerk to the Board
sshaver@co.stokes.nc.us

Phone (336) 593-2407

ADMINISTRATION

Fax (336) 593-2346

Post Office Box 10 • 1014 Main Street • Administration Building • Danbury, NC 27016

January 13, 2020

To: Chairman and Members
Stokes County Board of Commissioners

Re County Buildings, New & Re-structuring

From: Jake M. Oakley, County Manager

Over the past several months, Department Heads, Sheriff Mike Marshall and Myself have met concerning the use of vacant buildings and the New Maintenance Building budgeted in the 19/20 FY budget. The following buildings have been discussed and are being presented for your consideration.

1. LifeBrite House, 1120 Hospice Drive.

This is the house at the top of the hill that is in LifeBrites control through contract leasing of the County Hospital. After further inspection and talking with LifeBrite concerning their usage of the property and their willingness to allow Emergency Services to move in this structure; we found that this would be a cost-effective strategically located EMS station in providing emergency services for the Danbury area.

See attached cost estimates for upgrades and maps for your viewing.

2. Old County Garage, 304 Main Street.

This building was selected to be the new storage area for all hard copy documentation for each department's retention plan, which is mandated by the state. Separate individual stall areas will be constructed for each department for ease of access. Public Works Director Mark Delehant has advised that the county employees can complete this work and that the materials needed should cost less than \$5,000.00.

See attached map for location.

3. Newly Purchased Fulp property, 1286 NC 8 & 89 Hwy.

This building will be used to house all of Emergency Services Equipment for the Fire Marshal, EMS, and the Sheriff's Office with an additional storage area available if needed.

See attached cost estimates for upgrades and maps for your viewing.

4. Fueling Station, New Gas Fleet Cards, see attached example cards.

During the budget process the proposed Fueling Station was removed. The two (2) locations discussed were in Danbury at 1286 NC Hwy. 8 & 89 and Autumn Square located at 3169 NC Hwy. 8 south. Over the first six (6) months of this budget year our Purchasing Agent, Glenda Pruitt has found that using a Fueling Card (Wex Fleet) would better serve the county fleet in a more efficient manner and allow the county personnel operating these vehicles to fuel at many locations using local businesses. My request is that the Board move forward with allowing the county fleet to use these cards for their fueling needs. Glenda and I will go into more detail during the Commissioners Meeting about Wex Fueling Cards.

See attached information related to fuel cards.

5. New Maintenance Building and site location, maps attached for your viewing.

This building was budgeted in the 2019-20 budget at a cost of \$500,000. Utilizing our county buildings in a more efficient manner will allow us to design a Maintenance building with less square footage at a much lower cost. Constructing this facility closer to county utilities (water / sewer) behind the new Jail and in an area already graded for additional parking for county vehicles will result in additional savings. While it is hard to quote an exact number we believe this could save as much as \$200,000.00.

See attached map for location.

Sincerely,

A handwritten signature in black ink, appearing to read 'J M Oakley', written over a horizontal line.

County Manager
Jake M. Oakley



STOKES COUNTY EMERGENCY SERVICES

106 Old Church Road
P.O. Box 20
Danbury, NC 27016
Office (336) 593-5409 Fax (336) 593-5412
bgentry@co.stokes.nc.us

December 31, 2019

To: Jake Oakley, County Manager

From: Brandon Gentry, Director

Reference: Moving EMS Station from Hospital

Jake,

I would like to make a request to move the current EMS Unit 5 from Lifebrite Hospital to a house located on the same property of the Hospital. The reason for this request is that in 2005 the county added the 5th EMS Unit to provide better services and placed the crew inside the hospital. The crews have 3 patient rooms, one of the rooms has a desk, couch, recliner, small refrigerator, and microwave. The other 2 rooms have a bed for the employees. Unlike other stations we have for the employees this station has very little room, and no kitchen. Moving to the house on the same property will have some cost to it. I will list below some items that will have to be addressed before we could move the EMS Station to the house permanently.

Grading for Carport **\$2,800.00**

Carport 18x36 Metal **\$7,000.00**

Refrigerator, range, non-vent hood, microwave, dishwasher, couch, 2 recliners, kitchen table and 4 chairs, and TV **\$5,086.76**

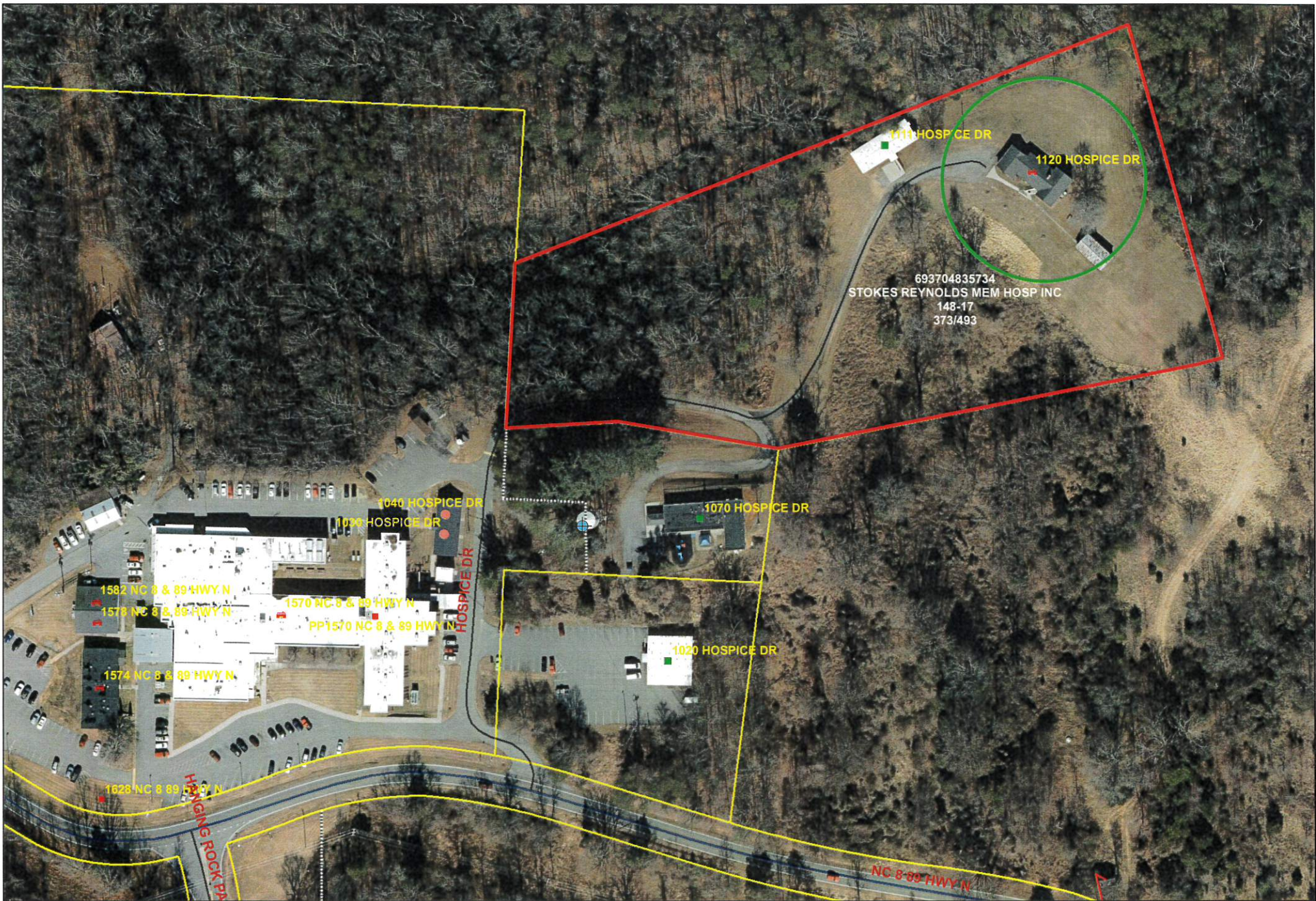
Wiring for carport and shorelines at the ambulance for charging **\$2,737.30**

River street **\$ 455.00**

Repairs to house, sheetrock, painting, light fixtures, get all exit lights working, cleaning all carpet, and gravel. **\$2,000.00**

Total cost to move:

\$ 20,079.06



Disclaimer

This map was prepared using the most reliable sources from government and private industry sources. There are no guaranties (implied or expressed) regarding this map by the Stokes County Mapping/GIS Department. Furthermore, the Stokes County Mapping/GIS Department shall not be held responsible to any party; under any circumstance for damages arising from the use or misuse of this map. Any and all errors brought to our attention will be corrected in later revisions.

8x11 L

Stokes County GIS Mapping

Tax Map

1:1,800

0 37.5 75 150 225 300 Feet

Printed Date: 12/31/2019





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8x11 P

Stokes County GIS Mapping

Tax Map

1:600

0 12.5 25 50 75 100 Feet

Printed
Date: 12/31/2019





STOKES COUNTY EMERGENCY SERVICES

106 Old Church Road
P.O. Box 20
Danbury, NC 27016
Office (336) 593-5409 Fax (336) 593-5412
bgentry@co.stokes.nc.us

December 31, 2019

To: Jake Oakley, County Manager

From: Brandon Gentry, Director

Reference: Garage at Mountain Rd. and Hwy 89

Jake,

I would to request the building that the county has just purchased from Mr. Fulp. I would like to place all Emergency Management equipment inside of that building for storage. We have several trailers that need to be inside a building to protect them from the elements. A lot of equipment we have received over the years from grants and home land security funds would be inside a building out of the elements. If this building will be placed under Emergency Management I would need some funds for some repairs to the building. I will list them below.

Upgrade lights to LED **\$3,471.51**
Exit light to meet fire code **\$1,868.12**
LED Wall packs for exterior flood lights **\$1,873.46**
30 amp RV plug for Command Trailer **\$720.56**
Gravel in parking lot and around back of building **\$3,000.00**
Some painting **\$500.00**
Bathroom repairs **\$800.00**
Door locks **\$300.00**

Total Cost \$ 12,533.62



Disclaimer

Stokes County GIS Mapping

Tax Map

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8x11 L

1:848
0 15 30 60 90 120
Feet

Printed
Date: 12/31/2019



THE WEX FLEET CARD



FUEL



SERVICE



ROADSIDE



FLUIDS



PARTS

DRIVING YOUR FLEET—and your business

FUEL



Card acceptance is subject to independent owner/operator participation and subject to change without notice.

SERVICE



For more information, visit
www.WEXinc.com



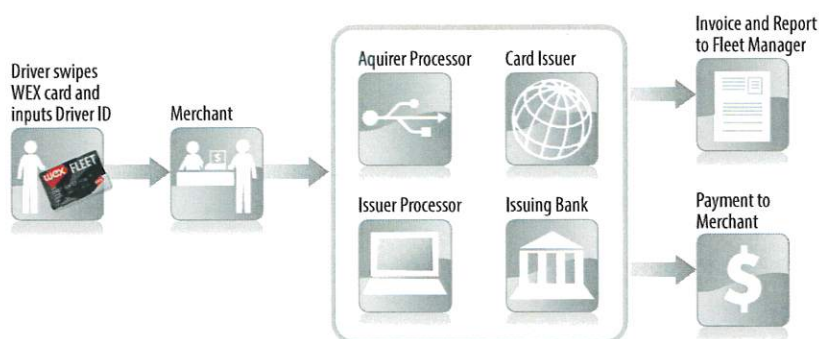
WHY WEX?

WEX is the leader in fleet industry payments. We issue cards for **11.4 million vehicles**, executed **517 million fuel transactions** in 2017 alone, and now have over **500,000 customers**. With 30+ years experience in the payments industry, we have the tools to help fleets of all sizes effectively manage their vehicles. **Our customer retention rate is 97%**, illustrating high satisfaction.



PROPRIETARY NETWORK

Our proprietary network means that we own the back-end rails that power each transaction. Every time your driver swipes a card, we process the transaction, capture the data, and ensure that you have the information you need to manage your budget — and control driver spend. We don't run on someone else's rails — which means we get you key insights into your business' spend that others can't provide.



PRODUCT TYPE CONTROLS

With WEX's technology, you can achieve tighter controls than with generic bank cards. Our leading **WEX Online** account management system allows you to control what types of products your drivers buy, and when they buy them. For example, if you want your drivers to purchase no more than \$50 per transaction, on Mondays and Wednesdays, from 9am-5pm, just set the limits and let our system do the rest. You can even decide if you want to open up purchases to fluids, vehicle maintenance, and soft drinks. Or, just limit them to fuel only. It's that easy to reduce the risk of card misuse or fraud.*



By hours of the day



Dollars per day of the week



By days of the week



Dollars per transaction



Product category

*Actual savings may vary.



LEVEL III DATA CAPTURE

WEX cards capture transactions electronically with **99.8% Level III data capture** — vital information beyond the basics. You will see odometer readings that show miles per gallon and help identify irregular purchases. Driver Identification Numbers will clearly show you “who” bought what, when and where. Product detail will tell you which product types were purchased. With greater information, you can make decisions and gain control over your budget.

ACCOUNTABILITY ——— INFORMATION CAPTURING CAPABILITIES ——— SAVINGS



SUPPORT FOR ALTERNATIVE FUELS

Fleets of all sizes are exploring alternative fuels as part of their vehicle mix. Whatever your choice, our goal is to ensure that you can purchase fuel with your WEX card — and get robust reporting on all transactions. We are actively working to expand our network of alternative fuel merchant locations — from electric charging stations to more conventional fuels. Our **WEX Online** directory includes over 4,500 alternative fuel locations where the WEX card is accepted.



AWARD-WINNING CUSTOMER SERVICE

Our award-winning customer service center has been **ranked #20** in the Top 100 Call Center List. Our customer service center is fleet focused, U.S.-based, and open 24/7. A skills-based call-routing system means a direct connection to the person best suited to assist you.



ACCEPTANCE

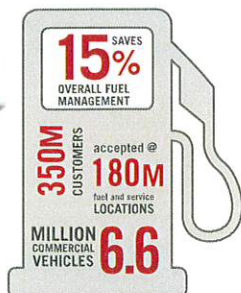
With acceptance at more than **95% of all U.S. retail fueling locations**, plus more than 45,000 service locations, you keep your drivers on the road and on the job. Our universal acceptance assures that you have access to a fuel station when you need it, as well as the critical data your business demands.

OTHER WEX PRODUCTS



WEX FLEET CARD

WEX is an industry leader in fleet management solutions



WEX TELEMATICS

Wireless vehicle management system

Pinpoints vehicle location, activity, odometer reading, preventative maintenance schedules, reduces vehicle misuse, flags driver behavior

WEX FUEL ADVISORS

Total bulk fuel management
Maximize market price fluctuations
Optimize bulk fuel expenses



BOOST REVENUE
REDUCE COSTS
DRIVE EFFICIENCIES

WEX VIRTUAL

WEX is a top-ten issuer of commercial payment purchasing solutions and single-use, virtual account, and AP solutions

ELIMINATES PAPER PAYROLL CHECKS \$0 COST TO EMPLOYER AND EMPLOYEE

rapid!

WEX rapid! PayCard®

ePayroll program, which benefits the employer and employee, eliminates paper checks and check cashing fees

*Actual savings may vary.



For more information, visit
www.WEXinc.com



Project Area
Proposed maintenance
building
and parking

Disclaimer
This map was prepared using the most reliable sources from government and private industry sources. There are no guaranties (implied or expressed) regarding this map by the Stokes County Mapping/GIS Department. Furthermore, the Stokes County Mapping/GIS Department shall not be held responsible to any party, under any circumstance for damages arising from the use or misuse of this map. Any and all errors brought to our attention will be corrected in later revisions.

Stokes County GIS Mapping

Tax Map

1:1,800



Printed
Date: 12/31/2019



8x11 P



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.f.

JCPC Expansion Funds Allocations

Contact: Shannon Shaver

Summary:

ATTACHMENTS:

Description	Upload Date	Type
JCPC Expansion Funds Allocations	1/7/2020	Cover Memo



North Carolina Department of Public Safety

Adult Correction and Juvenile Justice - District 17

Roy Cooper, Governor
Erik A. Hooks, Secretary

Reuben F. Young, Interim Chief Deputy Secretary
Rusty Slate, Chief Court Counselor

December 30, 2019

Stokes County Board of Commissioners
Danbury, N.C. 27016

Commissioners

The Stokes County Juvenile Crime Prevention Council received notice of expansion funds for FY 2019-2020 to address Raise the Age program needs in our County in the amount of \$ 21,087. We sent out the request for proposals on September 18, 2019, heard proposals on November 19, 2019, and voted at our December 17, 2019 meeting. The recommendations are as follows:

Stokes Friends of Youth-Anger Management	\$ 1,759.00
Stokes Friends of Youth-Mediation/Conflict Resolution	\$ 2,358.00
Insight-Hanging Rock Circles	\$ 16,970.00
Total	\$21,087.00

Please note that these expansion funds do not require a County match this fiscal year. If I can be of further assistance, please contact me at 336-326-6482.

Sincerely

Rusty Slate, Chief Court Counselor

[illegible]



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.g.

Walnut Cove Green Box Site -Purchase Agreement

Contact: Jake Oakley

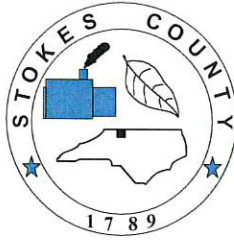
Summary:

ATTACHMENTS:

Description	Upload Date	Type
Walnut Cove Green Box Site	1/7/2020	Cover Memo

COUNTY OF STOKES

Jake M. Oakley
County Manager
cmanager@co.stokes.nc.us



Shannon B. Shaver
Assistant County Manager
Clerk to the Board
sshaver@co.stokes.nc.us

Phone (336) 593-2407

ADMINISTRATION

Fax (336) 593-2346

Post Office Box 10 • 1014 Main Street • Administration Building • Danbury, NC 27016

January 8, 2020

**To: Chairman and Members
Stokes County Board of Commissioners**

Re: Green Box Site, Hwy. 89, Walnut Cove

From: Jake M. Oakley, County Manager

Over the past several months we have been able to move forward with acquiring the necessary property for restructuring the Walnut Cove Green Box Site with all parties involved as discussed in the budget meetings. Attached you will see the Purchase Agreement signed by the Hibner's. At the present time I am working out a meeting time with Ms. Ball to have the purchase agreement signed which I hope to have prior to the meeting on Monday. Maps of the property and a preliminary drawing from Peterson / Gordon Architects are attached. As soon as all parties are in agreement, the Deeds will be recorded and construction phase will begin.

I am requesting that the Board move forward with the purchase of this property to facilitate the work that needs to be completed at the Walnut Cove Green Box Site, easing the pressure that this site is having with traffic flow.

Sincerely,

Jake M. Oakley
County Manager

ORIGINAL

OFFER TO PURCHASE AND CONTRACT

COUNTY OF STOKES, as Buyer, hereby offers to purchase and **KEITH E. and wife, JEANNE C. HIBNER** as Sellers, upon acceptance of said offer, agree to sell and convey, all of that plot, piece or parcel of land described below, together with all improvements located thereon and such fixtures and personal property as is listed below (collectively referred to as "the Property"), upon the following terms and conditions:

1. REAL PROPERTY: Located in the Stokes County, NC, parcel #6964-03-12-8496 (0.77 acres more or less), for a community solid waste recycling facility. Reference is hereby made to the attached Map showing the proposed site.

2. FIXTURES: N/A

3. PERSONAL PROPERTY: N/A:

4. PURCHASE PRICE AND TERMS OF PURCHASE: The total sales price is **\$9,000.00** for tract being 0.77 acres. **No earnest money deposit shall be required.**

(a) The Buyer will have six months from the execution of this Agreement to determine if the site is acceptable for the Buyer's intended use. During said period the Buyer shall have the right of access to the property for the purpose of determining if the site is suitable for Buyer's use. If Buyer determines, within its sole uncontrolled discretion, that the site is not suitable for Buyer's use, then Buyer shall notify Seller of such prior to the expiration of the six-month period. If the site is not suitable for Buyer's use, then this contract shall terminate. If the site is suitable for Buyer's use, then Buyer shall close on the purchase within 30 days after the expiration of the six-month period.

(b) The Sellers are also conveying to the Buyer the right to access the property and to install and maintain utilities to the site along the easements shown on the attached Map. No other rights to any of the surrounding real property are being conveyed by the Sellers.

(c) The Buyer agrees to pay all costs for the title work, deed preparation, recording fees, and revenue stamps. Title shall be delivered by the Sellers at closing by General Warranty Deed, free and clear of any encumbrances or assessments. There must be no restriction, easement, zoning or other governmental regulation that would prevent the reasonable use of the real property for intended. All deeds of trust, liens and other charges against the Property must be paid and satisfied by Sellers prior to or at closing such that cancellation may be promptly obtained following closing. Sellers shall remain obligated to obtain any such cancellations following closing.

(d) The Sellers warrant that there are no governmental special assessments, either pending or confirmed, for sidewalk, paving, water, sewer or other improvements on or adjoining the Property, and no owner's association special assessments, except as follows: **None**

(e) Ad valorem taxes on the real property in this agreement shall be paid by the County of Stokes for the calendar year 2020. The following items shall be prorated and either adjusted between the parties or paid at closing: (a) Ad valorem taxes on personal property for the entire year shall be paid by the Seller unless the personal property is conveyed to the Buyer, in which case, the personal property taxes shall be paid by the county at date of closing; (b) All late listing

date of closing; (c) All late listing penalties, if any, shall be paid by Seller; (d) Rents, if any, for the Property shall be prorated through the date of closing; (e) Owners' association dues, and other like charges, shall be prorated through the date of closing.

(f) Sellers agree to use their best efforts to deliver to Buyer as soon as reasonably possible after the acceptance of this offer, copies of all title information in possession of or available to Seller, including but not limited to: title insurance policies, attorney's opinions on title, surveys, covenants, deeds, notes and deeds of trust and easements relating to the Property.

(g) Sellers will provide reasonable access to Buyer or Buyer's representatives for the purposes of appraisal, inspection, and/or evaluation. Buyer may conduct a walk-through inspection of the Property prior to closing.

(h) Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with closing and transfer to Buyer title on or before July 22, 2020, at a site determined by the Buyer. The deed is to be made to the County of Stokes. Unless otherwise provided herein, possession shall be delivered at closing.

(i) This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Sellers and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate. If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the closing, it shall survive the closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

(j) This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties. This offer shall be a binding contract when signed by both Buyer and Sellers. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word ASEAL® beside their signatures below.

DATE: January 7, 2020

BUYER: County of Stokes

(SEAL)

DATE: January 7, 2020

SELLERS: Keith E. and wife, Jeanne C. Hibner

(SEAL)

STATE OF NORTH CAROLINA
STOKES COUNTY

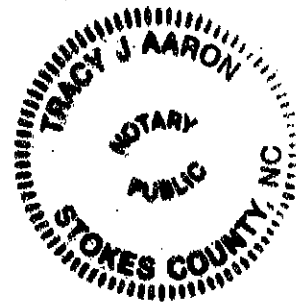
I, Tracy J Aaron, Notary Public of the County and State aforesaid, certify that
Jake Oakley for the County of Stokes personally appeared before me this day and
acknowledged the execution of the foregoing purchase agreement

Witness my hand and official seal this 17th day of January, 2020.

Tracy J Aaron

Notary Public

My commission expires March 4, 2023



STATE OF NORTH CAROLINA
STOKES COUNTY

I, Tracy J Aaron, Notary Public of the County and State aforesaid, certify that
Keith E. Hibner
Jeanne C. Hibner the property owner personally appeared before me this day and
acknowledged the execution of the foregoing purchase agreement

Witness my hand and official seal this 17th day of January, 2020.

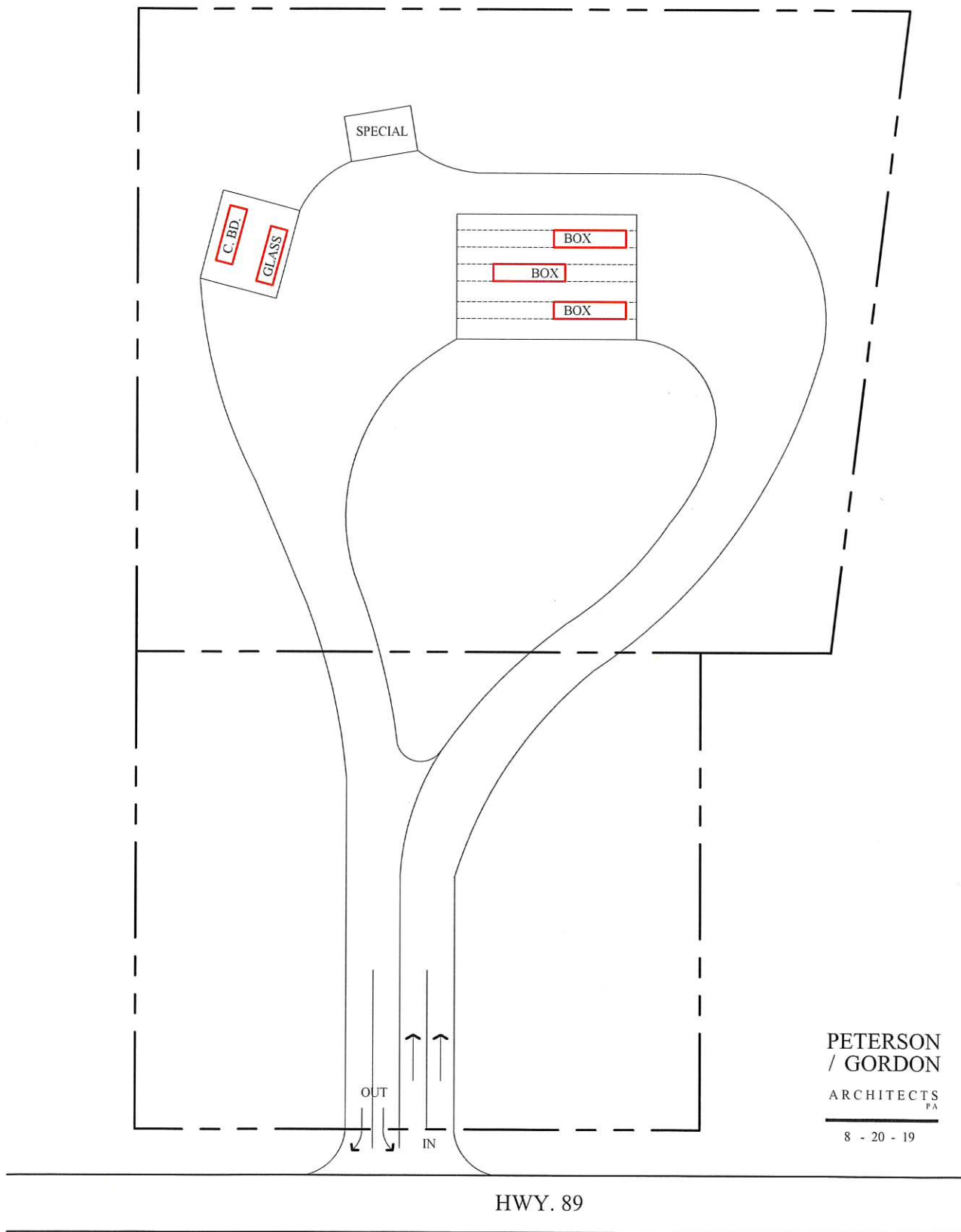
Tracy J Aaron

Notary Public

My commission expires March 4, 2023







PETERSON
/ GORDON
ARCHITECTS
PA
8 - 20 - 19

GREENBOX/ RECYCLING CENTER
SCALE 1" = 40'



Board of County Commissioners
January 13, 2020
6:00 PM

Item number: VI.h.

Stokes County Board Fees

Contact: Andy Nickelston

Summary:

It was requested that the Stokes County Board Fees Schedule be discussed due to the Board of Health and DSS Boards being reinstated and a request from Commissioner Morris to pay those members at a rate of \$40.00 per meeting to be in line with the rate that the BOCC received for outside meetings. There was a request from Chairman Nickelston to look at updating the fees schedule to pay the same rate to all Boards. The fee schedule is attached for review. The Stokes County Board Fees Schedule includes the Fire Commission (Budget Meetings Only), Watershed Commissioners, Board of Adjustments, Planning Board, and Board of Elections. The current rate per meeting is \$30.00.

ATTACHMENTS:

Description	Upload Date	Type
Stokes County Board Fees Schedule	12/26/2019	Cover Memo

STOKES COUNTY BOARD FEES SCHEDULE

EFFECTIVE 07/01/91	MEETINGS	MILEAGE
BOARD OF ELECTIONS	\$30 PER MEETING \$100 ELECTION DAY	YES
PLANNING BOARD	\$30 PER MEETING	NO
BOARD OF ADJUSTMENTS	\$30 PER MEETING	NO
WATERSHED COMMISSIONERS	\$30 PER MEETING	NO
EFFECTIVE 04/04/94		
FIRE COMMISSION	\$30 PER MEETING BUDGET MEETINGS ONLY	Yes



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.i.

Closed Session Policy and Procedures

Contact: Andy Nickelston

Summary:

This item was discussed by the Board at a previous meeting and there was interest in the Board on establishing a policy. Upon further investigation County Attorney Browder noted that a policy had been discussed and established in 2014. This policy as well as the documentation previously presented are attached for review. The Board may choose to leave the policy as is or make any updates.

ATTACHMENTS:

Description	Upload Date	Type
Closed Session Information	12/3/2019	Cover Memo
Closed Session Policy	12/30/2019	Cover Memo

Quick-Reference Guide to Closed Sessions

General Requirements for Closed Sessions

- Comply with notice requirements for the meeting, even if the entire meeting will consist of a closed session.
- Begin the meeting in open session.
- Adopt a motion to go into closed session.
- State in the motion the authorized purpose(s) for the closed session. There is no legal requirement to include the statutory citation; a description of the provision that authorizes the closed session is sufficient.
- In two special cases, include additional information in the motion. (See italicized information in the list on the following page.)
- Ensure that everyone attending the closed session is legally authorized to be present. The public body may, in its discretion, decide who may attend a closed session, except in three circumstances listed on the next page.
- Return to open session after completing the closed session.
- Create minutes and a general account of the closed session.
- Determine whether minutes and the general account may be withheld from the public to avoid frustrating the purpose of the closed session.

Requirements for Specific Types of Closed Sessions

To protect confidential or privileged information (G.S. 143-318.11(a)(1))

- *Motion must state the name or citation of the law that renders the information confidential or privileged.*
- Attendance is limited to people who legally have access to the confidential or privileged information.

To consult with an attorney to protect the attorney-client privilege (G.S. 143-318.11(a)(3))

- *For discussion of existing litigation, the motion must identify the parties to the lawsuit.*
- The attorney must participate in the meeting to provide legal consultation with the public body.
- The public body may instruct the attorney about pending matters, including approving a settlement.
- Settlements approved in closed session must be reported to the public body in open session within a reasonable time after the settlement is concluded.
- Attendance is limited to people who are within the attorney-client privilege.

To discuss the location or expansion of industries or other businesses in the area served by the public body (G.S. 143-381.11(a)(4))

- Approval of specific economic development incentives, contracts, or expenditures must occur in open session.
- Must involve specific prospects, not general policies or speculative projects.

To establish the public body's negotiating position for acquisition of real property or employment contracts or instruct staff or agents about the negotiation (G.S. 143-381.11(a)(5))

- Cannot be used to discuss the *sale* of property by the public body, unless it is an exchange in which the unit acquires real property.
- Discussion of *which* property to acquire is not allowed in closed session.
- The public body, *upon request*, must disclose, before it enters the closed session, (1) the property's current owner, (2) the property's location, and (3) the purposes for which the public body intends use the property.
- The public body may agree on a final position as an instruction to a staff member or agent.

To address personnel matters (G.S. 143-381.11(a)(6))

- Discussion must be about one or more individual employees and cannot involve general policy issues.
- Cannot be used to discuss independent contractors, except possibly the unit's contracted attorney.
- Cannot be used to discuss members of the public body itself or any other public body, including applicants for appointment to any public body.
- Session can be used to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.
- Final action to make an appointment, discharge, or removal must be made in open session.
- If the discussion involves confidential information or records (which it often does), attendance is limited to those who have legal access to the confidential information or records.

Rule 5. Closed Sessions

(a) **Motion to Enter Closed Session.** The board may enter a closed session from which the public is excluded only upon a motion duly made and adopted in open session. The motion to enter closed session must cite one or more of the permissible bases for closed session listed in paragraph (b) of this rule. A motion to enter closed session under subparagraph (b)(1) or (b)(2) must contain the additional information specified in those provisions.

(b) **Bases for Closed Session.** A closed session is permissible under the following circumstances and no others:

- (1) To prevent the disclosure of information that is privileged or confidential under the law of North Carolina or of the United States or that does not constitute a public record within the meaning of Chapter 132 of the General Statutes. The motion to enter closed session must name or cite the law that renders the information confidential or privileged.

Comment: Subparagraph (b)(1) restates G.S. 143-318.11(a)(1). Chapter 132 of the General Statutes comprises the state's public records law.

This exception applies not only to records that must be withheld from public inspection because they are confidential, but also to non-confidential records that fall outside the public records law's definition of "public records." For example, under G.S. 132-1.7(a), the term "public records" does not cover security plans or detailed plans or drawings of public buildings and infrastructure facilities. The board may enter closed session to review such plans or drawings, even though they are not confidential, and, thus, their disclosure would not violate the law.

- (2) To consult with the county attorney or another attorney employed or retained by the county in order to preserve the attorney-client privilege. If the board expects to discuss a pending lawsuit with its attorney, the motion to enter closed session must name the parties to the lawsuit.

Comment: Subparagraph (b)(2) restates G.S. 143-318.11(a)(2). The open meetings law expressly prohibits a public body from discussing general policy matters when it goes into closed session to consult with its attorney. Additionally, the mere presence of the county attorney at a board meeting is not grounds for a closed session. Unless the board is going into closed session for the purpose of consulting with its attorney on a specific legal issue, it should not invoke the attorney-client privilege as a basis for closed session.

The board may enter closed session under subparagraph (b)(2) to consider and give instructions to the attorney regarding any claims, litigation, and other legal proceedings brought by or against the board. If the board considers or approves a settlement in closed session, then (unless the settlement resolves malpractice claims against a public hospital) the settlement's terms must be reported to the board in open session and entered into the board's minutes as soon as possible within a reasonable time after the settlement is reached.

The handling or settlement of claims or legal proceedings is not the exclusive basis for going into closed session to preserve the attorney-client privilege. The

board may enter closed session to discuss any legal issue with its attorney. This exception may be used only if the attorney is present for the closed session, either physically or by electronic means.

- (3) To discuss matters relating to (a) the location or expansion of industries or other businesses in the area served by the county or (b) the closure or realignment of a military installation. The board may reach agreement in closed session on a tentative list of economic development incentives to be offered in negotiations, but the approval of the signing of any economic development contract or commitment and the authorization of the payment of economic development expenditures must take place in open session.

Comment: Subparagraph (b)(3) restates G.S. 143-318.11(a)(4).

- (4) To establish or instruct staff or agents concerning the county's position in negotiating the price or other material terms of an agreement to acquire real property by purchase, exchange, or lease.

Comment: Subparagraph (b)(4) restates part of G.S. 143-318.11(a)(5). If requested to do so, the board must disclose the following information before going into closed session: (a) the current owner of the property, (b) the property's location, and (c) the use to which the board intends to put the property.¹³

Neither G.S. 143-318.11(a)(5) nor this rule permits a closed session to discuss the sale of county property, whether real or personal. Similarly, neither provision authorizes a closed session to discuss the purchase or lease of personal property.

- (5) To establish or instruct staff or agents concerning the amount of compensation or other material terms of an employment contract.

Comment: Subparagraph (b)(5) restates part of G.S. 143-318.11(a)(5).

- (6) To consider the qualifications, competence, performance, character, fitness or conditions of appointment or employment of a public officer or employee or prospective public officer or employee, except when the individual in question is a member of the board or other public body or is being considered to fill a seat on the board or other public body. Final action to appoint or employ a public officer or employee must take place in open session.

Comment: Subparagraph (b)(6) restates part of G.S. 143-318.11(a)(6). The board may not go into closed session on this basis to consider general personnel policy

13. *Boney Publishers, Inc. v. Burlington City Council*, 151 N.C. App. 651, 657 (2002).

issues. It likewise in most circumstances may not enter closed session to discuss a member or prospective member of the board or any of the board's appointed bodies.

- (7) To hear or investigate a charge or complaint by or against a public officer or employee. Final action discharging an employee or removing an officer must occur in open session.

Comment: Subparagraph (b)(7) restates part of G.S. 143-318.11(a)(6). This basis for closed session is largely self-explanatory, except insofar as grievances against individual board members or members of appointed bodies are concerned. It might allow the board to go into closed session to hear such a grievance, but because a board member's or an appointed board member's competence, performance, character, and fitness may not be considered in closed session, any discussion of the substance of the grievance and any action taken against the member in response to the grievance would probably have to take place in open session.

- (8) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.

Comment: Subparagraph (b)(8) restates G.S. 143-318.11(a)(7).

- (9) To view a law enforcement recording released pursuant to G.S. 132-1.4A.

Comment: General Statute 132-1.4A sharply restricts the circumstances in which a law enforcement agency may disclose (make available for listening or viewing) or release (provide a copy) audio and visual recordings captured by body-worn cameras, dashboard cameras, or other recording devices operated by or on behalf of the agency or its law enforcement personnel in the performance of their duties.¹⁴ The open meetings law allows a public body to which such a recording has been released to review it in closed session.¹⁵

- (10) On any other basis permitted by law.

Comment: Over the years, the General Assembly has added to the list of grounds on which a public body may meet in closed session. Subparagraph (b)(10) spares the board from having to amend Rule 5 if future legislation further expands the list.

14. See Frayda Bluestein, *Answers to Questions About North Carolina's Body-Worn Camera Law*, COATES' CANONS: NC LOC. GOV'T L. BLOG (July 20, 2016), <http://canons.sog.unc.edu/answers-questions-north-carolinas-body-worn-camera-law> (discussing impact of laws governing access to audio and visual recordings captured by law enforcement agencies' body-worn cameras and dashboard cameras).

15. G.S. 143-318.11(a)(10).

(c) Closed Session Participants. Unless the board directs otherwise, the county manager, county attorney, and clerk to the board may attend closed sessions of the board. No other person may attend a closed session unless invited by majority vote of the board.

Comment: The open meetings law does not specifically address who may attend a closed session. The board will usually want its manager, attorney, and clerk to be there, but the board may in its discretion exclude them, except that the attorney must be included when the closed session is being held to preserve the attorney-client privilege. All other non-members should be excluded from closed session, except when their presence is reasonably necessary to aid the board's deliberations. Note that in certain situations closed session attendance must be restricted due to the confidential nature of the matters under consideration. When, for instance, the board meets in closed session to consult with its attorney, the board risks waiving the attorney-client privilege if it allows someone to attend who is not covered by the privilege. Likewise, if the board enters closed session to examine county personnel records that are confidential under G.S. 153A-98, it must exclude anyone who is not authorized to access those records.

(d) Motion to Return to Open Session. Upon completing its closed session business, the board shall end the closed session by adopting a duly made motion to return to open session.

Comment: The open meetings law does not list adjournment among the actions that a public body may take in closed session. Accordingly, the board must return to open session following the conclusion of a closed session, even if adjournment is the only remaining item of business.

(c) General Accounts of Closed Sessions. In addition to minutes, the board must keep a general account of each closed session. The general account must be sufficiently detailed to provide a person not in attendance with a reasonable understanding of what transpired. The board may combine the minutes and general account of a closed session into one document, so long as the document contains both a complete record of actions taken and the level of detail required for a general account.

Comment: According to the open meetings law, "when a public body meets in closed session, it shall keep a general account of the closed session so that a person not in attendance would have a reasonable understanding of what transpired."²² This wording plainly requires more than a mere record of actions taken. Concerns about whether the general account of a closed session is sufficiently thorough should be referred to the county attorney.

As paragraph (c) recognizes, it is common for the board of county commissioners to incorporate the minutes and general account of a closed session into a single record. There is no legal problem with that practice, so long as the record includes any actions taken by the board in closed session and enough information about what was discussed to satisfy the statutory standard for a general account.

(d) Sealing Closed Session Records. Minutes and general accounts of closed sessions shall be sealed until unsealed by order of the board or, if the board delegates the authority to unseal to one or more staff members, in accordance with guidelines adopted by the board. The sealed minutes and general account of any closed session may be withheld from public inspection, so long as public inspection would frustrate the purpose(s) of the closed session.

Comment: Although the open meetings law allows a public body to withhold the minutes and general account of a closed session from public inspection for as long as necessary to avoid frustrating the purpose of the closed session,²³ the state's public records law presumes that documents made or received in the transaction of public business must be made available for inspection and copying. The board therefore should not assume that closed session records are automatically sealed without action on its part.²⁴ By adopting paragraph (d), the board decides that all of its closed session records will be sealed initially and remain so until they are unsealed by the board or by staff members to whom the board has delegated the

authority to make such determinations pursuant to certain guidelines. Staff persons who might be entrusted with the responsibility of reviewing and unsealing closed session records include the county attorney, the county manager, the clerk to the board, or some combination thereof.

The board's guidance to staff members on unsealing closed session records should probably direct them to review those records at regular intervals and unseal them as appropriate, even when no request to inspect or copy the records is pending.²⁵ Such periodic reviews can reduce the likelihood that closed session records will impermissibly remain under seal beyond the point at which their release would no longer frustrate the purpose(s) for which the board entered closed session.

Proposed Policy - Release of Closed Session Minutes

County Manager Rick Morris presented the following proposed policy for the Release of Closed Session Minutes prepared by the staff as directed by the Board of Commissioners:

Request for Closed Session Minutes

This policy addresses the recording and release of "closed session minutes" by the Stokes County Board of County Commissioners.

North Carolina General Statute 143-318.10 requires the release of closed session minutes when the release of those minutes will no longer frustrate the purpose of the topic being discussed in closed session. Prior to the release of closed session minutes, the minutes must be carefully reviewed to ensure only appropriate portions of the minutes, as required by General Statutes, are made public. The process for review and release of closed session minutes is outlined below:

1. For all closed sessions held after the date of adoption of this policy, the Clerk to the Board shall submit closed session minutes that are requested to be released to the County Attorney for review and determination if all or a portion can be released for public inspection.
2. County Attorney shall return closed session minutes to the Clerk with recommendation of what should be released for public inspection.
3. Clerk shall submit a copy of County Attorney's recommendation to each Commissioner for review.
4. If all Commissioners agree with the recommendation of the County Attorney, they shall so notify the Clerk, who will put the release of the minutes on the Consent Agenda for action by the Commissioners in open session.
5. If any Commissioners disagree with the recommendation of the County Attorney, the items of disagreement shall be resolved in a closed session.

In addition to the review process described above, there are other considerations that are included in this policy on the recording and release of closed session minutes. These policy considerations are addressed individually below:

- **Recording of Closed Session Minutes**
 - General Statutes allow for recording closed session minutes in detail or by use of a general account that captures the major points of the closed session discussion
 - If official action is taken in a closed session, a detailed account of the action must be taken
 - The Stokes County Board of County Commissioners will use the "general account" approach for recording closed session minutes unless official action is taken
- **Periodic Release of Closed Session Minutes**
 - For all closed sessions held after the date of adoption of this policy, the Stokes County Board of County Commissioners will release closed session minutes once per quarter if closed session activity has taken place and minutes have been approved for release by the review process described in this policy
- **Posting of Closed Session Minutes to the Website**
 - It will not be the policy of the Stokes County Board of County Commissioners to routinely post closed session minutes on the website as is done with the county's open session minutes

- **Timeliness of Closed Session Minutes Release**

- The County's objective will be to release closed session minutes in a timely and reasonable period of time in accordance with the quarterly release provision of this policy
- It should be noted; however, that the review and release of closed session minutes competes directly with many other administrative priorities that must be completed by a limited administrative and legal staff
 - The actual time to release closed session minutes upon request may vary and will be directly impacted by the volume of other administrative tasks being performed by county staff at any given time

- **Cost for Request of Closed Session Minutes**

- The fee per page of closed session minutes will be the same as for other public information requests that are provided in hard copy

Closed Session Minutes for Closed Sessions held prior to the adoption of this Policy

Closed session minutes for any closed sessions held prior to the adoption of this Policy shall be reviewed for release only upon specific request.



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VI.j.

Appointments - Stokes Nursing Home Community Advisory Committee and Stokes Adult Care Home Community Advisory Committee

Contact: Shannon Shaver

Summary:

Stokes Nursing Home Community Advisory Committee:

Susie Grabs
Sylvia Grogan
Nora Lankford
Mary Lawson
Myra Morgan

This leaves **1** vacancy on the committee.

Stokes Adult Care Home Community Advisory Committee:

Gregory Hairston
Diann Joyce
Jewel Mabe

This leaves **4** vacancies on the committee.



Board of County Commissioners
January 13, 2020
6:00 PM

Item number: VII.a.

Propane Vehicles -Revised RFP

Contact: Jake Oakley/Glenda Pruitt

Summary:

Propane Vehicles were discussed at a recent meeting with Hall Oil and it was requested that the County Manager and staff bring back information on converting 8 additional vehicles within the Sheriff's Department. Hall Oil estimated that the worst case scenario for converting the vehicles would be \$8,500.00 per vehicle. If the Board elects to move forward we will need to follow bid guidelines and put together an RFP.

Sheriff Mike Marshall has provided some data on the propane vehicles compared to gas vehicles.

The RFP is attached for Board review as this item was moved to the Action Agenda at the meeting on December 9th for December 23rd.

There was some discussion and some changes requested to be made to the RFP. The revised RFP is attached with the changes highlighted.

ATTACHMENTS:

Description	Upload Date	Type
Propane Vehicle Information	12/4/2019	Cover Memo
RFP	12/17/2019	Cover Memo
Revised RFP	12/27/2019	Cover Memo

PROPANE USAGE 2018

Total Gallons 823.39

Monthly totals billed before the Government Rebate

January – 153.86 gallons x \$1.25 = \$192.33

February – 80.76 gallons x \$1.25 = \$100.95

March – 115.20 gallons x \$1.25 = \$144.00

April – 109.98 gallons x \$1.25 = \$137.48

May – 91.58 gallons x \$1.45 = \$132.80

June – 0.00 gallons

July – 0.00 gallons

August – 0.00 gallons

September – 0.00 gallons

October – 0.00 gallons

November – 124.70 gallons x \$1.46 = 182.07

December – 147.31 gallons x \$1.21 = \$150.89

Total billed amount: \$1,040.52

Total amount paid after the government rebate: 823.39 gallons x \$0.61 = \$502.27

Stokes County Garage

Activity Detail Report By Vehicle

Date Range From: 1/1/2018 12:00:00 AM To: 12/31/2018 11:59:59 PM

Date	Time	Trans	Site	Driver	Account	Prod	Pump	MPG	Odom	Dist	Misc	Price	Qty	Amount
11/19/2018	20:15	6294	001	1669	2003	UNL	02-1	181.5	65882	826		\$1.950	4.550	\$8.87
11/29/2018	18:55	6501	001	1669	2003	UNL	01-1	113.9	56531	649		\$1.950	5.700	\$11.12
12/7/2018	15:45	6746	001	1669	2003	UNL	02-1	475.0	57481	950		\$1.632	2.000	\$3.26
12/12/2018	13:23	6861	001	1669	2003	UNL	01-1	88.4	57861	380		\$1.632	4.300	\$7.02
12/26/2018	20:27	7216	001	1669	2003	UNL	02-1	127.8	58947	1086		\$1.445	8.500	\$12.28
Card	Trans: 43	Cost Per Mile: \$0.016			58333 Miles @ 274.0 MPG			Avg MPG:	274.0	58333	Avg Price:	\$1.949	472.850	\$921.42
Grand Totals:	Trans: 43										Avg	\$1.949	472.850	\$921.42

475
LP
- Cost of (LP)
Cost of oil change
120.00 per year

Stokes County Garage

Activity Detail Report By Vehicle

Date Range From: 1/1/2018 12:00:00 AM To: 12/31/2018 11:59:59 PM

Date	Time	Trans	Site	Driver	Account	Prod	Pump	MPG	Odom	Dist	Misc	Price	Qty	Amount
12/22/2018	11:14	7160	001	1320	2003	UNL	01-1	16.4	150712	199		\$1.445	12.100	\$17.48
12/23/2018	14:07	7170	001	1320	2003	UNL	01-1	15.0	150922	210		\$1.445	14.000	\$20.23
12/26/2018	11:18	7197	001	1320	2003	UNL	01-1	14.9	151055	133		\$1.445	8.900	\$12.86
12/27/2018	11:23	7225	001	1320	2003	UNL	01-1	16.1	151252	197		\$1.445	12.200	\$17.63
12/27/2018	23:33	7249	001	1320	2003	UNL	01-1	16.6	151467	215		\$1.445	12.950	\$18.71
12/31/2018	19:19	7313	001	1320	2003	UNL	01-1	15.9	151649	182		\$1.445	11.450	\$16.55
Card		Trans: 204	Cost Per Mile: \$0.117		35941 Miles @ 16.3 MPG		Avg MPG: 16.3		35941		Avg Price: \$1.883		2238.200	\$4,214.09
Grand Totals:		Trans: 204									Avg \$1.883		2238.200	\$4,214.09

446
oil change
240 per
year

REQUEST FOR PROPOSALS

Request for proposals for eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training of operation by user and garage staff. Will be received by the County of Stokes Support Services Supervisor, on or before Monday, January 13, 2020 @ 4:00 p.m. Specifications can be obtained by contacting the County at (336) 593-2452. County of Stokes reserves the right to reject any or all proposal received, to waive any informality, and to determine the low bidder in the case of tie bids.

Glenda Pruitt
Support Services Supervisor

Section 1 - Bidder Instructions

1.1 Intent of this Request for Proposal (RFP):

The attached RFP specifications are intended as a guide to all prospective bidders for providing eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training of operator and garage staff.

Any omission or deviation from the attached specifications shall not relieve bidders from the responsibility of furnishing County of Stokes with eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training of operation by user and garage staff. All specifications shall be followed and all costs must be shown.

Details included in this RFP are meant to be typical and are not meant to exclude any bidder who is otherwise qualified. It will be the responsibility of bidders to include in their proposal all of the necessary equipment and items needed, even if not specified, to provide this service. All proposals submitted shall be for a complete turnkey job. These specifications are considered the type and minimal performance standards for transportation services to be provided by the bidder.

Any and all omissions or deviations from the attached specifications shall be clearly pointed out in the bidder's proposal using attachment "A", along with the reasons for such deviations.

~~All costs must be shown. No additional cost will be accepted or paid for by County of Stokes.~~

All proposals submitted shall include line item pricing for all items, if requested.

1.2 Issuing Office and Inquiries:

This Request for Proposal (RFP) is issued by the County of Stokes Support Services Department. All inquiries, clarifications, or interpretations regarding this RFP should be directed to:

Glenda Pruitt
Stokes County Support Services Department
P.O. Box 20
1014 Main Street
Administrative Building
Danbury, NC 27016
(336) 593-2452
gpruitt@co.stokes.nc.us

Responses to inquiries that affect the content of this RFP will be provided in writing to all recipients of the RFP. It is the responsibility of each vendor to inquire about any aspect of this RFP that is not fully understood or is believed to be susceptible to more than one interpretation.

1.3 Important Dates:

Bid Opening: Monday, December 30, 2019

1.4 Submission of Proposals:

All Proposals must be presented on the bid form attached to this RFP in a sealed package and mailed, emailed or delivered to:

Stokes County
Attn: Glenda Pruitt
P.O. Box 20
1014 Main Street
Administration Building
Danbury, NC 27016
gpruitt@co.stokes.nc.us

The package or email shall be plainly marked, **propane retrofit kits** No responsibility shall attach to the County for the premature opening of any bid proposal not properly addressed or identified.

1.5 Submission Date, Location

Proposals will be accepted on or before Monday, January 13, 2020

In order to be considered for selection, proposals must be received by the County of Stokes as indicated. The bidding process will close at 4:00 p.m. Failure to meet this deadline will disqualify the proposal.

1.6 Proposals Property of the County:

All proposals submitted in response to this RFP become the property of the County once they are opened. Supporting technical manuals will be returned at the written request of the bidder. All submitted proposals and supporting material are a matter of public record.

1.7 Bid Content:

Bidders may not be allowed to submit additional documentation once bids are opened. Care should be taken to ensure that all information provided is accurate, complete, and consistent. Omission of any of the required information may subject the vendor's bid to disqualification.

1.8 Addenda:

Any addenda to these bidding documents shall be issued in writing and will become part of this RFP. No oral statements, explanations, or commitments by anyone shall be of any effect unless incorporated into an addenda. It is the responsibility of the bidder to contact the County before submitting a bid proposal to find out if any addenda have been issued and to request such addenda. Should any questions arise, all bidders shall submit them in writing to Mrs. Glenda Pruitt at gpruitt@co.stokes.nc.us, no later than Monday, January 6, 2020

1.9 Exceptions:

The vendor must itemize all exceptions to the specifications included in this RFP on the attached Exception Form, referencing the section by number to which the exception is taken. Any RFP section to which the vendor does not take an exception to will be considered as agreed upon by the bidder.

1.10 Evaluation of Proposals:

The County's staff will evaluate all proposals. However, the County may involve an outside consultant in the evaluation process. Proposals will be evaluated using the criteria outlined below:

- Ability to meet RFP specifications
- Agreement to contract requirements
- Cost
- Qualifications of bidder
- References

A proposal may be eliminated from consideration at the County's option for failure to comply with any required specification, depending on the nature and extent of non-compliance.

In addition to meeting the RFP specifications, proposals will be evaluated for the ability of a bidder to provide, in the County's opinion, the best overall solution to meet the County's objectives for this project.

1.11 Best Prices:

Recommendation of award to the Stokes County Board of Commissioners will be made without any further negotiation based upon receiving competitive proposals; therefore, the best price available to the bidder should be submitted in response to this RFP.

1.12 Rejection of Bids:

The County of Stokes reserves the right to reject any or all bids, with or without cause, when such rejection is in the best interest of the County. The County of Stokes also reserves the right to reject any bid from a bidder who has previously failed to perform properly or complete on-time contracts of a similar nature, or who is not in a position to provide the terms and conditions of the project as determined by the County.

1.13 Notification of Selected Proposal:

The County will notify the selected vendor in writing when the bid is awarded. The selected vendor will have ten (10) days from the date of notification to sign a contract with the County.

1.14 Contract:

Upon acceptance and award of a bidder's proposal, the contract between the vendor and the County shall consist of (a) the RFP and addenda, (b) the selected proposal and any attachments thereto, and (c) all written communications between the County and the vendor concerning this transaction. The RFP will govern in the event of conflict between the contract and the selected vendor's proposal.

The contract shall constitute the entire and only agreement and shall supersede all prior negotiations, commitments, understandings, or agreements, whether oral or written.

1.15 Price Protection:

All bidders must affirm in their proposals that prices shall remain the same and will not be subject to an increase for the term of this contract.

1.16 Default:

In case of default of the vendor, the County may procure the articles and/or services called for in the contract from other sources and hold the selected vendor responsible for any excess cost. The performance of the contract may be terminated by the County of Stokes in accordance with this clause, in whole or part, in writing, whenever the County determines that the vendor has failed to meet performance requirements of the contract.

1.17 Assignment or Subcontracting:

The selected vendor shall not assign, transfer, convey, sublet, or otherwise dispose of its agreements with the County, or its rights, title, or interest herein, or its power to execute such agreement, to any other person, company, or corporation without previous consent and approval in writing by the County.

1.18 Governing Law and Forum:

The contract between the County and the bidder shall be governed in accordance with the laws of the State of North Carolina.

1.19 Payment/Invoicing:

Stokes County
Attn: Glenda Pruitt
P.O. Box 20
1014 Main Street
Administration Building
Danbury, NC 27016
gpruitt@co.stokes.nc.us

Payment will be made to the contractor within thirty (30) days after receipt of invoice(s).

1.20 Indemnification:

The selected vendor shall hold the County harmless from liabilities, obligations, losses, claims, damages, actions, suits, proceedings, costs, and expenses, including attorney's fees, that (a) arise out of, are connected with, or result directly or indirectly from the vendor's failure to perform any of its obligations under the RFP; or (b) are a result of breach of any of the vendor's warranties. The indemnification responsibilities created by this section shall survive and be enforceable after the contract between the County and the vendor terminates or expires, and they shall be terminated only by the written agreement of the vendor and the County.

1.21 Fund Availability:

Any contract resulting from this solicitation is deemed in effect only to the extent of available appropriations.

1.22 Liability:

The vendor shall act as an independent contractor and not as an employee of the County of Stokes. The vendor shall be required to indemnify, defend, and hold and save harmless Stokes County, its officers, agents, and employees, from damages arising from the vendor's performance of, or failure to perform, any task or duty as required to be performed by the vendor.

1.23 Insurance Requirements:

The selected vendor shall be required to carry and keep in force at all times, Commercial General Liability, Business Automobile Liability, Workers' Compensation and Employers' Liability insurance to cover all claims made by the public or his/her employees during this contract and will furnish the County evidence that such coverage is in force prior to contract execution.

Commercial General Liability Coverage: Contractor(s) shall maintain occurrence version commercial general liability insurance coverage with a limit of not less than \$2,000,000 per occurrence and will be primary with respect to any insurance programs covering the County, its officials, officers, and employees.

Business Automobile Coverage: Contractor(s) shall maintain business automobile liability insurance coverage with a limit of not less than \$2,000,000 per each accident. Such insurance shall include coverage for owned, hired, rented or leased vehicles.

Workers' Compensation: Contractor(s) shall maintain workers' compensation insurance with North Carolina statutory limits and employers' liability insurance with limits of not less than \$100,000 each accident.

1.24 References:

All proposals submitted shall include a list of references, with contact names and telephone numbers.

1.25 Termination for Convenience:

The County of Stokes reserves the right to terminate the contract in whole or in part by giving the vendor written notice at least thirty (30) days prior to the effective date of termination. Upon receipt of notice of termination from the County, the vendor shall only provide those services specifically approved or directed by the County. All other rights and duties of the parties under the contract shall continue during such notice of any obligations to the extent of such responsibility has not been excused by breach or default of the vendor.

Upon termination, the vendor shall invoice the County for all amounts not previously billed and due to the vendor at that time. The vendor shall not be entitled to a professional fee or expenses for any work commenced or expenses incurred after the notice of termination was received by the vendor, unless specifically approved or requested by the County prior to the receipt of notice, or with the express written consent of the County, prior to the effective date of termination.

1.26 Proposal Information:

All submitted proposals should include the following:

1. List of references
2. Bid proposal form
3. Exception Form
4. Contact person and telephone number for the vendor making the proposal
5. Vehicle descriptions and number of vehicles available for use
7. Experience propane retrofit kits

Section 2 - Specifications –Vehicle Information:

The propane retrofit kits are being proposed for installation onto eight (8) vehicles in the Sheriff's department. Vin number, year, make and model of each vehicle is listed below:

VIN#	YEAR	MAKE	Model
1FAHP2MK5GG122737	2016	FORD	INTERCEPTOR
1FAHP2MK2HG102838	2017	FORD	INTERCEPTOR
1FAHP0MK2HG102835	2017	FORD	INTERCEPTOR
1FAHP2MK2HG102836	2017	FORD	INTERCEPTOR
1FAHP2MK7GG101355	2016	FORD	INTERCEPTOR
1FAHP2MK7JG174324	2018	FORD	INTERCEPTOR
1FAHP2MK2HG102840	2017	FORD	INTERCEPTOR
1FAHP2MK5JG114323	2018	FORD	INTERCEPTOR

Exception Form

List all exceptions taken from attached bid specifications.

BID PROPOSAL FORM ATTACHMENT A

Project: Propane Retrofit Kit

Bid Date:

To: County of Stokes
 PO Box 20
 Danbury, NC 27016

From: _____
 Name of Bidder

The undersigned as bidder, proposes to provide County of Stokes with eight (8) propane retrofit kits, installation, and any necessary training for user and garage staff:
May attach proposal to form if needed make note to see Attachment and sign form.

A copy of the bid specifications is included with this proposal. Any and all exceptions taken have been noted on the exception form.

I, (WE), the undersigned as bidder, agree to indemnify and save harmless the County of Stokes from any lawsuits, actions, damages, and cost in every name and description resulting from infringement of any patent, trademark, copyright, or alleged negligence.

I, (WE), the undersigned as bidder, certify that this bid proposal is made without connection with any other person, company or parties bidding on this contract, or with any officer or employee of the County of Stokes, and it is in all respects fair and in good faith without collusion or fraud.

I (WE), the undersigned as bidder, certify that I, (WE) will adhere to all provisions of the Civil Rights Act of 1964, as amended, the Americans With Disabilities Act and other equal opportunity requirements established by laws and regulations.

I (WE), the undersigned as bidder, agree not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, political affiliation or national origin.

Submitted this _____ day of _____, 2019.

Name

By _____ Title _____

Address: _____ Telephone Number _____

Federal ID/Social Security Number _____

REQUEST FOR PROPOSALS

Request for proposals for eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training of operation for the user and garage staff. Will be received by the County of Stokes Support Services Supervisor, on or before **Date TBA**. Specifications can be obtained by contacting the County at (336) 593-2452. County of Stokes reserves the right to reject any or all proposal received, to waive any informality, and to determine the low bidder in the case of tie bids.

Glenda Pruitt
Support Services Supervisor

Section 1 - Bidder Instructions

1.1 Intent of this Request for Proposal (RFP):

The attached RFP specifications are intended as a guide to all prospective bidders for providing eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training for the operator and garage staff.

Any omission or deviation from the attached specifications shall not relieve bidders from the responsibility of furnishing County of Stokes with eight (8) propane retrofit kits for the purchase, complete installation, and any necessary training of operation for the user and garage staff. All specifications shall be followed and a fixed price for each must be shown.

Details included in this RFP are meant to be typical and are not meant to exclude any bidder who is otherwise qualified. It will be the responsibility of bidders to include in their proposal all of the necessary equipment and items needed, even if not specified, to provide this service. All proposals submitted shall be for a complete turnkey job.

Any and all omissions or deviations from the attached specifications shall be clearly pointed out in the bidder's proposal using attachment "A", along with the reasons for such deviations.

All costs must be shown. No additional cost will be accepted or paid for by County of Stokes.

All proposals submitted shall include line item pricing for all items, if requested.

1.2 Issuing Office and Inquiries:

This Request for Proposal (RFP) is issued by the County of Stokes Support Services Department. All inquiries, clarifications, or interpretations regarding this RFP should be directed to:

Glenda Pruitt
Stokes County Support Services Department
P.O. Box 20
1014 Main Street
Administrative Building
Danbury, NC 27016
(336) 593-2452
gpruitt@co.stokes.nc.us

Responses to inquiries that affect the content of this RFP will be provided in writing to all recipients of the RFP. It is the responsibility of each vendor to inquire about any aspect of this RFP that is not fully understood or is believed to be susceptible to more than one interpretation.

1.3 Important Dates:

Bid Opening: Date TBA

1.4 Submission of Proposals:

All Proposals must be presented on the bid form attached to this RFP in a sealed package and mailed, emailed or delivered to:

Stokes County
Attn: Glenda Pruitt
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Administration Building
Danbury, NC 27016
gpruitt@co.stokes.nc.us

The package or email shall be plainly marked, **propane retrofit kits** No responsibility shall attach to the County for the premature opening of any bid proposal not properly addressed or identified.

1.5 Submission Date, Location

Proposals will be accepted on or before **Date TBA**

In order to be considered for selection, proposals must be received by the County of Stokes as indicated. The bidding process will close at 4:00 p.m. Failure to meet this deadline will disqualify the proposal.

1.6 Proposals Property of the County:

All proposals submitted in response to this RFP become the property of the County once they are opened. Supporting technical manuals will be returned at the written request of the bidder. All submitted proposals and supporting material are a matter of public record.

1.7 Bid Content:

Bidders may not be allowed to submit additional documentation once bids are opened. Care should be taken to ensure that all information provided is accurate, complete, and consistent. Omission of any of the required information may subject the vendor's bid to disqualification.

1.8 Addenda:

Any addenda to these bidding documents shall be issued in writing and will become part of this RFP. No oral statements, explanations, or commitments by anyone shall be of any effect unless incorporated into an addenda. It is the responsibility of the bidder to contact the County before submitting a bid proposal to find out if any addenda have been issued and to request such addenda. Should any questions arise, all bidders shall submit them in writing to Mrs. Glenda Pruitt at gpruitt@co.stokes.nc.us, no later than **Date TBA**

1.9 Exceptions:

The vendor must itemize all exceptions to the specifications included in this RFP on the attached Exception Form, referencing the section by number to which the exception is taken. Any RFP section to which the vendor does not take an exception to will be considered as agreed upon by the bidder.

1.10 Evaluation of Proposals:

The County's staff will evaluate all proposals. However, the County may involve an outside consultant in the evaluation process. Proposals will be evaluated using the criteria outlined below:

Ability to meet RFP specifications
Agreement to contract requirements
Cost
Qualifications of bidder
References

A proposal may be eliminated from consideration at the County's option for failure to comply with any required specification, depending on the nature and extent of non-compliance.

In addition to meeting the RFP specifications, proposals will be evaluated for the ability of a bidder to provide, in the County's opinion, the best overall solution to meet the County's objectives for this project.

1.11 Best Prices:

Recommendation of award to the Stokes County Board of Commissioners will be made without any further negotiation based upon receiving competitive proposals; therefore, the best price available to the bidder should be submitted in response to this RFP.

1.12 Rejection of Bids:

The County of Stokes reserves the right to reject any or all bids, with or without cause, when such rejection is in the best interest of the County. The County of Stokes also reserves the right to reject any bid from a bidder who has previously failed to perform properly or complete on-time contracts of a similar nature, or who is not in a position to provide the terms and conditions of the project as determined by the County.

1.13 Notification of Selected Proposal:

The County will notify the selected vendor in writing when the bid is awarded. The selected vendor will have ten (10) days from the date of notification to sign a contract with the County.

1.14 Contract:

Upon acceptance and award of a bidder's proposal, the contract between the vendor and the County shall consist of (a) the RFP and addenda, (b) the selected proposal and any attachments thereto, and (c) all written communications between the County and the vendor concerning this transaction. The RFP will govern in the event of conflict between the contract and the selected vendor's proposal.

The contract shall constitute the entire and only agreement and shall supersede all prior negotiations, commitments, understandings, or agreements, whether oral or written.

1.15 Price Protection:

All bidders must affirm in their proposals that prices shall remain the same and will not be subject to an increase for the term of this contract.

1.16 Default:

In case of default of the vendor, the County may procure the articles and/or services called for in the contract from other sources and hold the selected vendor responsible for any excess cost. The performance of the contract may be terminated by the County of Stokes in accordance with this clause, in whole or part, in writing, whenever the County determines that the vendor has failed to meet performance requirements of the contract.

1.17 Assignment or Subcontracting:

The selected vendor shall not assign, transfer, convey, sublet, or otherwise dispose of its agreements with the County, or its rights, title, or interest herein, or its power to execute such agreement, to any other person, company, or corporation without previous consent and approval in writing by the County.

1.18 Governing Law and Forum:

The contract between the County and the bidder shall be governed in accordance with the laws of the State of North Carolina.

1.19 Payment/Invoicing:

Stokes County
Attn: Glenda Pruitt
P.O. Box 20
1014 Main Street
Administration Building
Danbury, NC 27016
gpruitt@co.stokes.nc.us

Payment will be made to the contractor within thirty (30) days after receipt of invoice(s).

1.20 Indemnification:

The selected vendor shall hold the County harmless from liabilities, obligations, losses, claims, damages, actions, suits, proceedings, costs, and expenses, including attorney's fees, that (a) arise out of, are connected with, or result directly or indirectly from the vendor's failure to perform any of its obligations under the RFP; or (b) are a result of breach of any of the vendor's warranties. The indemnification responsibilities created by this section shall survive and be enforceable after the contract between the County and the vendor terminates or expires, and they shall be terminated only by the written agreement of the vendor and the County.

1.21 Fund Availability:

Any contract resulting from this solicitation is deemed in effect only to the extent of available appropriations.

1.22 Liability:

The vendor shall act as an independent contractor and not as an employee of the County of Stokes. The vendor shall be required to indemnify, defend, and hold and save harmless Stokes County, its officers, agents, and employees, from damages arising from the vendor's performance of, or failure to perform, any task or duty as required to be performed by the vendor.

1.23 Insurance Requirements:

The selected vendor shall be required to carry and keep in force at all times, Commercial General Liability, Business Automobile Liability, Workers' Compensation and Employers' Liability insurance to cover all claims made by the public or his/her employees during this contract and will furnish the County evidence that such coverage is in force prior to contract execution.

Commercial General Liability Coverage: Contractor(s) shall maintain occurrence version commercial general liability insurance coverage with a limit of not less than \$2,000,000 per occurrence and will be primary with respect to any insurance programs covering the County, its officials, officers, and employees.

Business Automobile Coverage: Contractor(s) shall maintain business automobile liability insurance coverage with a limit of not less than \$2,000,000 per each accident. Such insurance shall include coverage for owned, hired, rented or leased vehicles.

Workers' Compensation: Contractor(s) shall maintain workers' compensation insurance with North Carolina statutory limits and employers' liability insurance with limits of not less than \$100,000 each accident.

1.24 References:

All proposals submitted shall include a list of references, with contact names and telephone numbers.

1.25 Termination for Convenience:

The County of Stokes reserves the right to terminate the contract in whole or in part by giving the vendor written notice at least thirty (30) days prior to the effective date of termination. Upon receipt of notice of termination from the County, the vendor shall only provide those services specifically approved or directed by the County. All other rights and duties of the parties under the contract shall continue during such notice of any obligations to the extent of such responsibility has not been excused by breach or default of the vendor.

Upon termination, the vendor shall invoice the County for all amounts not previously billed and due to the vendor at that time. The vendor shall not be entitled to a professional fee or expenses for any work commenced or expenses incurred after the notice of termination was received by the vendor, unless specifically approved or requested by the County prior to the receipt of notice, or with the express written consent of the County, prior to the effective date of termination.

1.26 Proposal Information:

All submitted proposals should include the following:

1. List of references
2. Bid proposal form
3. Exception Form
4. Contact person and telephone number for the vendor making the proposal
5. Vehicle descriptions and number of vehicles available for use
7. Experience propane retrofit kits

Section 2 - Specifications –Vehicle Information:

The propane retrofit kits are being proposed for installation onto eight (8) vehicles in the Sheriff's department. Vin number, year, make and model of each vehicle is listed below:

VIN#	YEAR	MAKE	Model
1FAHP2MK5GG122737	2016	FORD	INTERCEPTOR
1FAHP2MK2HG102838	2017	FORD	INTERCEPTOR
1FAHP0MK2HG102835	2017	FORD	INTERCEPTOR
1FAHP2MK2HG102836	2017	FORD	INTERCEPTOR
1FAHP2MK7GG101355	2016	FORD	INTERCEPTOR
1FAHP2MK7JG174324	2018	FORD	INTERCEPTOR
1FAHP2MK2HG102840	2017	FORD	INTERCEPTOR
1FAHP2MK5JG114323	2018	FORD	INTERCEPTOR

Exception Form

List all exceptions taken from attached bid specifications.

BID PROPOSAL FORM ATTACHMENT A

Project: Propane Retrofit Kit

Bid Date:

To: County of Stokes
 PO Box 20
 Danbury, NC 27016

From: _____
 Name of Bidder

The undersigned as bidder, proposes to provide County of Stokes with eight (8) propane retrofit kits, installation, and **any necessary training for the user and garage staff:**
May attach proposal to form if needed make note to see Attachment and sign form.

A copy of the bid specifications is included with this proposal. Any and all exceptions taken have been noted on the exception form.

I, (WE), the undersigned as bidder, agree to indemnify and save harmless the County of Stokes from any lawsuits, actions, damages, and cost in every name and description resulting from infringement of any patent, trademark, copyright, or alleged negligence.

I, (WE), the undersigned as bidder, certify that this bid proposal is made without connection with any other person, company or parties bidding on this contract, or with any officer or employee of the County of Stokes, and it is in all respects fair and in good faith without collusion or fraud.

I (WE), the undersigned as bidder, certify that I, (WE) will adhere to all provisions of the Civil Rights Act of 1964, as amended, the Americans With Disabilities Act and other equal opportunity requirements established by laws and regulations.

I (WE), the undersigned as bidder, agree not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, political affiliation or national origin.

Submitted this _____ day of _____, 2020.

Name

By _____ Title _____

Address: _____ Telephone Number _____
Federal ID/Social Security Number _____



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VII.b.

Stokes County Health Department - Bad Debt Write Off Request

Contact: Tammy Martin, Health Director

Summary:

This item was moved to the Action Agenda at the last meeting.

ATTACHMENTS:

Description	Upload Date	Type
HD Bad Debt Write Off	12/18/2019	Cover Memo

Stokes County Health Department



P.O. Box 187
1009 Main Street
Danbury, NC 27016
(336) 593-2400

Tammy Martin, MSHE, Health Director
Samuel C. Newsome, MD, Medical Director

Date: December 5, 2019

To: Stokes County Board of Commissioners
Jake Oakley, County Manager

Subj: **Request for Bad Debt Write-off**

According to Stokes County Health Department's Fees Policy, an annual review of patient accounts will be made to check for bad debt. As of June 30, 2018, 96 patient records had no activity of a visit or payment during FY 17-18. In order to be in compliance with the State Consolidated Agreement, NC Accreditation Standards and our own policy, I respectfully request to write off bad debt in the amount of **\$2,293.89** (deemed as uncollectible).

I am available if there are further questions.

Thank you for your consideration in this matter.

Respectfully,

Tammy Martin
Health Director



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VII.c.

VHF System Upgrade Request - Budget Amedment #65

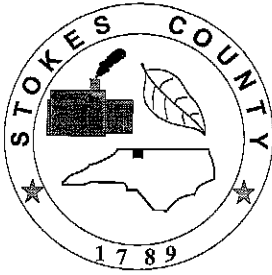
Contact: Del Hall

Summary:

This item was moved to the Action Agenda at the last meeting. Budget Amendment #65 has been added to the information included.

ATTACHMENTS:

Description	Upload Date	Type
Memorandum VHF System Upgrade Request	12/17/2019	Cover Memo
Stokes Proposal	12/17/2019	Cover Memo
Budget Amendment #65	1/7/2020	Cover Memo



Stokes County

Emergency Communication Center

Memorandum

To: Board of County Commissioners

From: Del Hall, Emergency Communications Director 

Date: Tuesday, December 17, 2019

Re: VHF system upgrade request

In the month of November I began receiving complaints from the Fire and EMS responders of noise coming across the VHF Simulcast Solution minitor pagers when Communications dispatched emergency calls to them. The noise was bad enough the voice communications was unintelligible. I immediately made contact our vendor, Mobile Communications America (MCA) to investigate the reasons of the unintelligible voice communication.

After approximately a month of investigation MCA Technicians met with me to discuss the issues. MCA is recommending the replacement of our current paging transmitters due to the following findings:

- Noise coming into the system from the GPS Card making transmission intermittingly noisy and at times unintelligible voice communications. This is currently experienced at 1 or 3 sites. This same GPS Card is used at all 3 Tower sites of the VHF Simulcast System and will render system ineffective.
- GPS Card software/firmware requires updating to address this noise issue. The software is no longer available.
- Manufacturer (DX Radio Systems) of current equipment is no longer in business and the equipment and software is no longer supported or available.
- Homeland Security mandated an update to all ground GPS system effective 2019 and MCA have been unable to perform this requirement.

The provided quote from Motorola Solutions is based on North Carolina State Contract 725G pricing.

Motorola Solutions has proposed a new VHF Simulcast solution to replace Stokes County's current system with the latest in technologies and support from Motorola.

I respectfully request that you approve to replace the current Stokes County's current VHF Simulcast solution to the proposed new Motorola Solutions VHF Simulcast solution.

If you have questions don't hesitate to call me at (336) 593-2494.

Thank you for your consideration and time in this important matter.

Del Hall 

STOKES COUNTY, NORTH CAROLINA

VHF SIMULCAST REPLACEMENT

DECEMBER 13 2019

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12/13/2019

Mr. Del Hall
Stokes County
Emergency Communications Director
1011 Main St.
Danbury, NC 27016

Subject: 3 Site VHF Paging Proposal

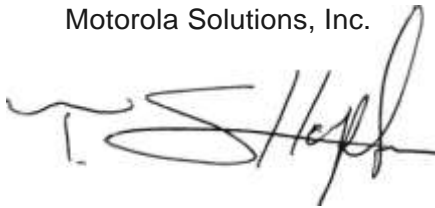
Dear Mr. Hall:

Motorola Solutions, Inc. ("Motorola Solutions") is pleased to have the opportunity to provide Stokes County with quality communications equipment and services. The Motorola Solutions project team has taken great care to propose a solution that will meet your needs for a 3 Site VHF Paging System utilizing equipment from North Carolina State Contract 725G.

We thank you for the opportunity to furnish Stokes County with "best in class" solutions and we hope to strengthen our relationship by implementing this project. Our goal is to provide you with the best products and services available in the communications industry.

Sincerely,

Motorola Solutions, Inc.

A handwritten signature in black ink, appearing to read "S. Hopkins", written over a horizontal line.

Scott Hopkins
Area Sales Manager North Carolina



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SECTION 1

STATEMENT OF WORK

1.1 OVERVIEW

This Statement of Work (SOW) describes the deliverables to be furnished to Stokes County the tasks described herein will be performed by Motorola, its subcontractors, and Stokes County to implement the solution described in the System Description. It describes the actual work involved in installation, identifies the installation standards to be followed, and clarifies the responsibilities for both Motorola and the customer during the project implementation.

Specifically, this SOW provides:

- A list of the deliverables associated with the project.
- A description of the responsibilities for both Motorola and Customer.
- The qualifications and assumptions taken into consideration during the development of this project.

This SOW provides the most current understanding of the work required by both parties to ensure successful project implementations. It is understood that this SOW is a working document, and that it will be revised as needed to incorporate any changes associated with contract negotiations, Contract Design Review (CDR), and any other change orders that may occur during the execution of the project.

1.2 ASSUMPTIONS

Motorola has based the system design on information provided by Stokes County and an analysis of their system requirements. All assumptions have been listed below for review. Should Motorola's assumptions be deemed incorrect or not agreeable to Stokes County revised proposal with the necessary changes and adjusted costs may be required. Changes to the equipment or scope of the project after contract may require a change order

- All work is to be performed during normal work hours, Monday through Friday 8:00 a.m. to 5:00 p.m.
- Motorola is not responsible for interference caused or received by the Motorola-provided equipment except for interference that is directly caused by the Motorola-provided transmitter(s) to the Motorola-provided receiver(s). Should the Stokes County system experience interference, Motorola can be contracted to investigate the source and recommend solutions to mitigate the issue.
- Any modifications or upgrades required to the existing towers and shelters, to support the installation of the proposed equipment, will also be the responsibility of Stokes County.
- Each site will utilize the County's existing antennas, transmission lines and combiners/multicouplers or duplexers to support the operation of the proposed GTR 8000 radios at that site. The proposed design does not include the replacement of any of this hardware. If any of the existing hardware is found to be insufficient to support the operation of the proposed equipment, it will be the responsibility of the County to upgrade or replace the



components to a state that is capable of supporting the operation of the proposed radio equipment.

1.3 CONTRACT

1.3.1 Contract Award (Milestone)

- The Customer and Motorola execute the contract and both parties receive all the necessary documentation.

1.3.2 Contract Administration

Motorola (MCA) Responsibilities:

- Assign a Project Manager, as the single point of contact with authority to make project decisions.
- Assign resources necessary for project implementation.
- Set up the project in the Motorola information system.
- Schedule the project kickoff meeting with the Customer.

Customer Responsibilities:

- Assign a Project Manager, as the single point of contact responsible for Customer-signed approvals.
- Assign other resources necessary to ensure completion of project tasks for which the Customer is responsible.

Completion Criteria:

- Motorola internal processes are set up for project management.
- Both Motorola and the Customer assign all required resources.
- Project kickoff meeting is scheduled.

1.3.3 Project Kickoff

Motorola (MCA) Responsibilities:

- Conduct a project kickoff meeting during the CDR phase of the project.
- Ensure key project team participants attend the meeting.
- Introduce all project participants attending the meeting.
- Review the roles of the project participants to identify communication flows and decision-making authority between project participants.
- Review the overall project scope and objectives with the Customer.
- Review the resource and scheduling requirements with the Customer.
- Review the teams' interactions (Motorola/MCA and the Customer), meetings, reports, milestone acceptance, and the Customer's participation in particular phases.
- Discuss Cutover Plan

Customer Responsibilities:

- The Customer's key project team participants attend the meeting.
- Review Motorola/MCA and Customer responsibilities.

Completion Criteria:

- Project kickoff meeting completed.
- Meeting notes identify the next action items.

1.4 CONTRACT DESIGN REVIEW

1.4.1 Review Contract Design

Motorola (MCA) Responsibilities:

- Meet with the Customer project team.
- Review the operational requirements and the impact of those requirements on various equipment configurations.
- Establish a defined baseline for the system design and identify any special product requirements and their impact on system implementation.
- Review the System Design, Statement of Work and update the contract documents accordingly.
- Provide minimum acceptable performance specifications for microwave, fiber, or copper links. (the Customer is responsible for supplying links)
- Establish demarcation point (supplied by the Motorola/MCA system engineer) to define the connection point between the Motorola-supplied equipment and the Customer-supplied link(s) and external interfaces. (the Customer is responsible for supplying links)

Restrictions:

- Motorola/MCA assumes no liability or responsibility for inadequate frequency availability or frequency licensing issues.
- Motorola/MCA is not responsible for issues outside of its immediate control. Such issues include, but are not restricted to, improper frequency coordination by others and non-compliant operation of other radios.
- Motorola/MCA is not responsible for co-channel interference or adjacent channel interference due to errors in frequency coordination or any other unlisted frequencies, or the improper design, installation, or operation of systems installed or operated by others.
- If, for any reason, any of the proposed sites cannot be utilized due to reasons beyond Motorola/MCA's control, the costs associated with site changes or delays including, but not limited to, re-engineering, frequency re-licensing, site zoning, site permitting, schedule delays, site abnormalities, re-mobilization, etc., will be paid for by the Customer and documented through the change order process.

Customer Responsibilities:

- The Customer's key project team participants attend the meeting.
- Make timely decisions, according to the Project Schedule.
- Frequency Licensing and Interference:
 - As mandated by FCC, the Customer, as the licensee, has the ultimate responsibility for providing all required radio licensing or licensing modifications for the system prior to system staging.
 - Provide the FCC "call sign" station identifier for each site prior to system staging.

Completion Criteria:

- Complete Design Documentation, which may include updated System Description, Equipment List, system drawings, or other documents applicable to the project.
- Incorporate any deviations from the proposed system into the contract documents accordingly.
- The system design is “frozen” in preparation for subsequent project phases such as Order Processing and Manufacturing.
- A Change Order is executed in accordance with all material changes resulting from the Design Review to the contract.

1.4.2 Design Approval (Milestone)

- The Customer executes a Design Approval milestone document.

1.5 ORDER PROCESSING

1.5.1 Process Equipment List

Motorola Responsibilities:

- Validate Equipment List by checking for valid model numbers, versions, compatible options to main equipment, and delivery data.
- Enter order into Motorola's Customer Order Fulfillment (COF) system.
- Create Ship Views, to confirm with the Customer the secure storage location(s) to which the equipment will ship. Ship Views are the mailing labels that carry complete equipment shipping information, which direct the timing, method of shipment, and ship path for ultimate destination receipt.
- Create equipment orders.
- Reconcile the equipment list(s) to the Contract.
- Procure third-party equipment if applicable.

Customer Responsibilities:

- Approve shipping location(s).
- Provide additional storage location if needed.

Completion Criteria:

- Verify that the Equipment List contains the correct model numbers, version, options, and delivery data.
- Trial validation completed.
- Bridge the equipment order to the manufacturing facility.

1.6 MANUFACTURING AND STAGING

1.6.1 Manufacture Motorola Fixed Network Equipment

Motorola Responsibilities:

- Manufacture the Fixed Network Equipment (FNE) necessary for the system based on equipment order.

Customer Responsibilities:

- None.

Completion Criteria:

- FNE shipped the staging facility.

1.6.2 Manufacture Motorola Subscribers (No Subscribers)

Motorola Responsibilities:**Customer Responsibilities:**

- None.

Completion Criteria:

- None

1.6.3 Manufacture Non-Motorola Equipment

Motorola Responsibilities:

- Procure non-Motorola equipment necessary for the system based on equipment order.

Customer Responsibilities:

- None.

Completion Criteria:

- Ship non-Motorola manufactured equipment to the staging facility.

1.6.4 Ship to Staging (Milestone)

- Ship all equipment needed for staging to Motorola's factory staging facility Customer Center for Solutions Integration (CCSi).

1.6.5 Stage System

Motorola Responsibilities:

- Set up and rack the system equipment on a site-by-site basis, as it will be configured in the field at each of the transmitter/receiver sites.
- Cut and label cables according to the approved CDR documentation.

- Label the cables with to/from information to specify interconnection for field installation and future servicing needs.
- Complete the cabling/connecting of the subsystems to each other (“connectorization” of the subsystems).
- Assemble required subsystems to assure system functionality.
- Power up, program, and test all staged equipment.
- Confirm system configuration and software compatibility to the existing system.
- Load application parameters on all equipment according to input from Systems Engineering.
- Complete programming of the Fixed Network Equipment.
- Inventory the equipment with serial numbers and installation references.
- Complete system documentation.

Customer Responsibilities:

- Provide information on existing system interfaces as may be required.
- Provide information on room layouts or other information necessary for the assembly to meet field conditions.

Completion Criteria:

- System staging completed and ready for shipping.

1.6.6 Ship Equipment to Field

Motorola Responsibilities:

- Pack system for shipment to final destination.
- Arrange for shipment to the field.

Customer Responsibilities:

- None.

Completion Criteria:

- Equipment ready for shipment to the field. The equipment should be shipped to: **4400-A Indiana Ave , Winston-Salem, North Carolina, 27105**

1.6.7 CCSi Ship Acceptance (Milestone)

- All equipment shipped to the field.

1.7 CIVIL WORK

- Using all existing tower and shelters currently in place.

1.8 SYSTEM INSTALLATION

1.8.1 Install Fixed Network Equipment

Motorola (MCA) Responsibilities:

- Motorola will be responsible for the installation of all fixed equipment contained in the equipment list and outlined in the System Description the site is ready for installation. All equipment will be properly secured to the floor and installed in a neat and professional manner, employing a standard of workmanship consistent with its own R-56 installation standards and in compliance with applicable National Electrical Code (NEC), EIA, Federal Aviation Administration (FAA) and FCC standards. (Note: R56 Standards as much as existing site condition will allow.)
- For installation of the fixed equipment at the various sites, Motorola/MCA will furnish all cables for power, audio, control, and radio transmission to connect the Motorola /MCA supplied equipment to the power panels or receptacles and the audio/control line connection point.
- Receive and inventory all equipment.
- Bond the supplied equipment to the existing site ground system in accordance with Motorola's R56 standards or as close as existing site conditions allows.

Customer Responsibilities:

- Provide secure storage for the Motorola/MCA-provided equipment, at a location central to the sites.
- Motorola/MCA coordinates the receipt of the equipment with the Customer's designated contact, and inventory all equipment.
- Dispose of existing equipment that has been removed that is not being relocated
- Provide access to the sites, as necessary.

Completion Criteria:

- Fixed Network Equipment installation completed and ready for optimization.

1.8.2 Fixed Network Equipment Installation Complete

- All fixed network equipment installed.

1.8.3 Console Installation

- Customer's existing MCC5500 will be used.
- Connection from prime site to console will be wireless using existing xpr8400 control stations currently interfaced to console.

Motorola (MCA) Responsibilities:

- None.

Customer Responsibilities:

- None

Assumption

- None

Completion Criteria:

- None

1.8.4 Microwave Installation

Utilize customers existing microwave links for transport.

Motorola (MCA) Responsibilities:

- None.

Customer Responsibilities:

- None

Assumption

- None

Completion Criteria:

- None

1.8.5 System Installation Acceptance (Milestone)

- All equipment installations are completed.

1.9 SYSTEM OPTIMIZATION

1.9.1 Optimize System FNE

Motorola (MCA) Responsibilities:

- Motorola and its subcontractors optimize the new simulcast system.
- Verify that all equipment is operating properly and that all electrical and signal levels are set accurately.
- Verify that all audio and data levels are at factory settings.
- Check forward and reflected power for all radio equipment, after connection to the antenna systems, to verify that power is within tolerances.
- Check audio and data levels to verify factory settings.
- Verify communication interfaces between devices for proper operation.
- Test features and functionality are in accordance with manufacturers' specifications and that they comply with the final configuration.

Customer Responsibilities:

- Provide access/escort to the sites.

Completion Criteria:

- System FNE optimization is complete.

1.9.2 Link Verification

Motorola (MCA) Responsibilities:

- Perform test to verify site link performance, prior to the interconnection of the Motorola-supplied equipment to the link equipment.

Customer Responsibilities:

- Make available the required links which meet the specifications supplied by Motorola/MCA at the CDR.

1.9.3 Completion Criteria:

- Link verification successfully completed.

1.9.4 Optimization Complete

- System optimization is completed. Motorola and the Customer agree that the equipment is ready for acceptance testing.

1.10 TRAINING

1.10.1 Perform Training

- No Training Included at this time.

Motorola (MCA) Responsibilities:

- None

Customer Responsibilities:

- None

Completion Criteria:

- None

1.11 ACCEPTANCE TESTING

1.11.1 Perform Functional Testing

Motorola (MCA) Responsibilities:

- Verify the operational functionality and features of the individual subsystems and the system supplied by Motorola, as contracted.
- If any major task as contractually described fails, repeat that particular task after Motorola determines that corrective action has been taken.
- Document all issues that arise during the acceptance tests.
- Document the results of the acceptance tests and present to the Customer for review.
- Resolve any minor task failures before Final System Acceptance.

Customer Responsibilities:

- Witness the functional testing.

Completion Criteria:

- Successful completion of the functional testing.
- Customer approval of the functional testing.(System Acceptance Warranty begins)

1.11.2 Perform Coverage Testing

No Coverage Testing Guarantee.

Motorola (MCA) Responsibilities:

- None

Customer Responsibilities:

- None

Completion Criteria:

- None

1.11.3 System Acceptance Test Procedures (Milestone)

- Customer approves the completion of all the required tests.

1.12 FINALIZE

1.12.1 Resolve Punchlist

Motorola (MCA) Responsibilities:

- Work with the Customer to resolve punchlist items associated with this project, documented during the Functional Testing, in order to meet all the criteria for final system acceptance.

Customer Responsibilities:

- Assist Motorola with resolution of identified punchlist items for this project by providing support, such as access to the sites, equipment and system, and approval of the resolved punchlist item(s).

Completion Criteria:

- All punchlist items resolved and approved by the Customer.

1.12.2 Transition to Service/Project Transition Certificate

Motorola (MCA) Responsibilities:

- Review the items necessary for transitioning the project to warranty support and service.

- Provide a Customer Support Plan detailing the warranty and post-warranty support, if applicable, associated with the Contract equipment.

Customer Responsibilities:

- Participate in the Transition Service/Project Transition Certificate (PTC) process.

Completion Criteria:

- All service information has been delivered and approved by the Customer.

1.12.3 Finalize Documentation

Motorola (MCA) Responsibilities:

- Equipment Inventory List

Customer Responsibilities:

- Receive and approve all documentation provided by Motorola (MCA).

Completion Criteria:

- All required documentation is provided and approved by the Customer.

1.12.4 Final Acceptance (Milestone)

- All deliverables completed, as contractually required.
- Final System Acceptance received from the Customer.

1.13 PROJECT ADMINISTRATION

1.13.1 Project Status Meetings

Motorola (MCA) Responsibilities:

- MCA Project Manager, or designee, will attend all project status meetings with the Customer, as determined during the CDR.
- Record the meeting minutes and supply the report.
- The agenda will include the following:

Customer Responsibilities:

- Attend meetings.
- Respond to issues in a timely manner.

Completion Criteria:

- Completion of the meetings and submission of meeting minutes.

1.13.2 Progress Milestone Submittal

Motorola (MCA) Responsibilities:

- Submit progress (non-payment) milestone completion certificate/documentation.

Customer Responsibilities:

- Approve milestone, which will signify confirmation of completion of the work associated with the scheduled task.

Completion Criteria:

- The Customer approval of the Milestone Completion document(s).

1.13.3 Change Order Process

- Either Party may request changes within the general scope of this Agreement. If a requested change causes an increase or decrease in the cost, change in system configuration or adds time to the project's timeline required to perform this Agreement, the Parties will agree to an equitable adjustment of the Contract Price, Performance Schedule, or both, and will reflect the adjustment in a change order. Neither Party is obligated to perform requested changes unless both Parties execute a written change order.

SYSTEM DESCRIPTION

2.1 INTRODUCTION

At Stokes County's (the County) request, Motorola Solutions, Inc. (Motorola) is pleased to provide the following proposal for a radio equipment refresh of the County's three site, single channel VHF paging system. This will provide the County with a replacement of their existing simulcast radio equipment with something that is current and within support. The proposed equipment refresh will consist of a replacement of the County's existing VHF radios and simulcast equipment (comparators, GPS timing and site LAN/WAN devices with Motorola equipment. The County's existing equipment shelters, towers, antennas and transmission lines, dispatch consoles and microwave transport equipment will continue to be utilized in the system and will not be replaced.

2.2 DESIGN OVERVIEW

The proposed radio equipment refresh will provide Stokes County with an IP-based, 3-site, single channel VHF analog conventional simulcast radio system. The design includes simulcast transmit and voted receive from the Booth Mountain, Sandy Ridge and Sauratown sites, which will be connected back to the County's radio dispatch center and will be interfaced with the existing MCC 5500 radio dispatch consoles over the air through a control station. The radio sites will be connected back to the prime site at Booth Mountain over the County's existing Ethernet based microwave links between the sites.

The radio equipment at these sites will be installed within existing shelters and transmitters and receivers at each site will be interfaced to the existing antennas, lines and RFDS hardware at each site. The County will be responsible for providing space within the shelters for the installation of the proposed equipment, as well as for providing the electrical power (both primary and backup power), adequate grounding, and HVAC requirements of the proposed equipment. Any modifications or upgrades required to the existing towers and shelters, to support the installation of the proposed equipment, will also be the responsibility of Stokes County.

2.3 SYSTEM DESIGN

Motorola is the recognized industry leader in analog simulcast infrastructure solutions. For the past 20 years, Motorola's circuit based solution employed a GPS synchronized channel bank and audio distribution equipment to deliver optimal audio quality in the "overlap" zones within a simulcast coverage area. The audio voting was provided by our Spectra-TAC and DIGITAC comparator products, and the precise transmit audio synchronization was provided by a Motorola designed DSM channel bank card.

Given the cost savings of IP technology compared to circuit leased lines, the MLC 8000 analog gateway will exclusively support IP connectivity for analog simulcast systems. The MLC 8000's IP analog simulcast configuration greatly simplifies the audio distribution and synchronization technology formerly provided by circuit based solutions. The MLC 8000 is equipped with a 5MHz/1PPS combined frequency/timing reference interface to achieve the precise audio timing required by analog simulcast.

2.3.1 Architecture

Direct radio frequency (RF) communication – relying solely on the transmitter output power of a portable or mobile radio – is not always enough to successfully network a fleet of field radios throughout a system coverage area. When coverage is required over a large area or in a building, an infrastructure must be added to complete the network.

Conventional systems vary in both size and sophistication. Systems are often configured as single-site or multi-site depending on the coverage or "talk range" that is desired. A basic conventional system consists of a GTR 8000 repeater or base station. The system can be expanded to increase system wide coverage by adding equipment to make it a simulcast system.

2.3.1.1 Multi-Site

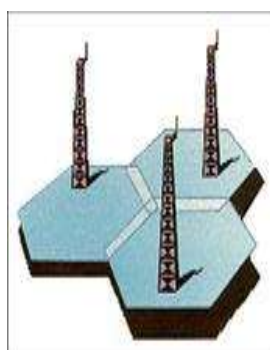


Figure 2-1: A multi-site system coverage footprint

When a single site transmitter does not provide the coverage needed in a conventional system, a multi-site solution is the answer. A multi-site system contains multiple sites throughout the user's service area, extending radio coverage beyond that of a single-site system.

The basic multi-site configuration is simply standalone base stations or repeaters located at different sites throughout the user's coverage area, shown in Figure 2-1. As users move through the expanded coverage area of a standalone configuration, they need to know the coverage footprint of each station, and manually select their channel. In a standalone configuration, only the receiving base station retransmits the signal. Thus, only the subscribers listening to this channel will hear the communication.

Standalone multi-site works well in systems where specific user groups have specific coverage areas, and do not typically roam throughout the system.

Different system designs and methods such as voting, simulcast, and multi-cast can be applied to the multi-site system to extend radio range and ease subscriber radio operations.

Voting

Receiver voting system topologies are used when a single transmitter provides sufficient outbound coverage, but a single receiver does not provide sufficient inbound coverage for subscriber transmissions. To provide balanced coverage, multiple satellite receivers are added to cover "dead spots" created by buildings, foliage, valleys, or hills.

Since the receivers operate on the same frequency, it is possible that a field radio may simultaneously hit multiple sites when transmitting. To ensure that the best audio from these satellite receivers is processed, a voting comparator compares and selects the best signal. This signal is then forwarded to the transmitter for rebroadcast to the subscriber units, as well as the console for dispatcher monitoring.

Simulcast

When a wide geographical area requires communications throughout the system, a simulcast solution may be implemented. Simulcast is the simultaneous broadcast of the

same voice or message from multiple transmitter sites on the same frequency. Simulcast was developed by Motorola to meet the needs of users who were outgrowing their single-site radio systems. These systems provide consistent communications throughout a large city, metropolitan area, county, or even country.

Simulcast systems are a frequency efficient and user-friendly technique of providing wide-area coverage. Simulcast offers the following advantages:

- **Larger Coverage Area** – One radio site may not provide the coverage necessary for the application in question. Simulcast expands the coverage area by expanding the number of radio sites and delivering continuous coverage throughout a large geographic area.
- **Efficient Use of Frequencies** — Adding sites typically requires more frequencies. In a simulcast system, the same frequencies are reused at every site in the system. This makes very efficient use of the available spectrum.
- **Simple Radio Operation** — Field units must be easy to use. Unlike multi-site configurations where users must manually select their channel, the simulcast architecture operates like a single-site system. The subscribers seamlessly roam throughout the coverage area simplifying operations.

2.3.2 Mode

Analog voice is the basis of the conventional system proposed for Stokes County. The base system will consist of Booth, Sandy Ridge, and Sauratown. The transmit sites will simultaneously broadcast on the same frequency and the receive sites will be voted for the best audio, which will enhance the coverage throughout the County.

2.3.3 System Overview

The analog simulcast system is comprised of a simulcast prime site and remote simulcast RF sites. The prime site is the location of the comparators which are used to vote the best received audio from each site for retransmission. Additionally, the prime site aggregates all of the RF remote site links.

2.3.3.1 Simulcast Prime Site

The prime site will be located at the Booth Mountain site. The equipment will be located within the equipment shelter at that location. Space for the equipment, along with capacity for it on the building generator and HVAC will be supplied by Stokes County. The County will be responsible for providing space, power (primary and backup), HVAC and adequate grounding for the equipment installed at this location. Any modifications or upgrades required to the building, to support the installation of this equipment, will also be the responsibility of Stokes County. The major equipment, which will be located at this site is:

- One (1) MLC 8000 analog comparator
- One (1) Prime Site LAN Switch
- One (1) Prime Site Gateway
- One (1) TRAK 8835 Frequency Standard
- One (1) 7.5' equipment rack

2.3.3.2 TX/RX Sites (Base Design)

The Booth, Sandy Ridge and Sauratown sites are remote RF sub-sites. The equipment at each of these sites will be located within the existing buildings and on the existing towers at those locations. The County will be responsible for providing space within the shelters and on the towers for the installation of the proposed equipment, as well as for providing the electrical power (both primary and backup power), adequate grounding, and HVAC requirements of the proposed equipment. Any modifications or upgrades required to the existing towers and shelters, to support the installation of the proposed equipment, will also be the responsibility of Stokes County. The major equipment, which will be located at each of these sites is:

- One (1) GTR 8000 station with analog conventional software
- One (1) MLC 8000 analog gateway
- One (1) Site LAN Switch
- One (1) Site Gateway
- One (1) TRAK 8835 Frequency Standard
- One (1) 7.5' equipment rack

2.4 CONVENTIONAL SYSTEM COMPONENTS

The analog conventional radio system designed for Stokes County consists of the following major components:

- GTR 8000 Base Station/Repeater
- MLC8000 Voter/Comparator
- Frequency Standard

This section of the system description contains descriptions of these components.

2.4.1 GTR 8000

The Motorola GTR 8000 Base Radio is designed to meet Stokes County's current and future requirements for both analog and Project 25 solutions. The GTR 8000 Base Radio transmits using configurable Compatible 4-level Frequency Modulation (C4FM) or Linear Simulcast Modulation (LSM) and receives Compatible 4-level Frequency Modulation (C4FM) for traffic channel communications. The GTR 8000 Base/Repeater station is designed to maximize channel up-time, simplify system migrations, and enable smaller, more efficient site design while minimizing the cost of ownership to the customer. GTR 8000 stations are designed so that upgrades, migrations and conversions can be completed with only software installations. Information Assurance/Network Security updates, migrations to new system releases, and system migrations from analog to digital, conventional to trunking, and from 25 kHz Analog to 6.25 kHz TDMA Digital can be completed with a software download.

The GTR 8000 is shown in Figure 2-2.



Figure 2-2: G Series Equipment

Motorola is the industry leader in simulcast system solutions with more mission critical systems fielded and fully operational than any other LMR vendor systems provider. The GTR 8000 Base Radios feature a linear simulcast modulation (LSM) that provides industry leading P25 compliant coverage in 700/800 MHz, UHF & VHF.

The conventional GTR 8000 Base Radio hardware consists of four major Field Replacement Units (FRUs): the transceiver, the power amplifier, the power supply and the fan module. When the GTR 8000 is used in a simulcast topology an external time reference is used to generate the signal for launch time determination. The time reference signal is obtained from the external frequency reference or a separate time reference input obtained from a device such as the TRAK 8835.

G-series site equipment products are very flexible and designed to support today's robust site designs. G-series site equipment products provide the flexibility to upgrade to future functionality through software downloads.

The GTR 8000 Base Radio includes features such as:

- Multisite Linear Simulcast offers industry-leading radio coverage with fewer sites
- IP based simulcast operation
- Compact and integrated hardware utilizing 3 rack unit chassis enables efficient use of site space
- Software Defined Radio allows for upgrades to future functionality through software update
- Modular software design coupled with the Software Download Manager simplifies future upgrades and routine servicing
- Functionally separate modules - Field Replacement Units (FRU) - are hot-swappable allowing servicing and replacement without system down-time while minimizing channel down-time
- Designed for ease of service including significantly reduced alignment servicing
- No initial field alignment or servicing required for Multisite (simulcast) systems

2.4.2 MLC 8000

The MLC 8000 is a versatile, powerful and compact hardware platform that can be configured as either an analog comparator or an analog simulcast station gateway.

2.4.2.1 Simulcast Solution

The MLC 8000 analog simulcast solution provides a tone remote control (TRC) analog comparator that supports IP site links to its associated base station and receiver sub-sites.

2.4.2.2 Voting Solution

The MLC 8000 voting solution provides a tone remote control (TRC) analog comparator that can support any combination of circuit and IP site links to its associated base station and receiver sub-sites. This is an enormous value proposition for customers who want to avoid the risks associated with “knife-switch” network transport upgrades, and minimize their installation and equipment costs. The MLC 8000 provides turn-key integrated voice over IP networking capability with a direct 4-wire 600 Ohm wire-line interface to existing base station and receiver equipment.

The MLC 8000 uses a Motorola enhanced G.711 voice codec technology to provide transparent operation for several analog signaling standards including MDC1200 and DTMF. The G.711 voice codec was selected because it employs the same pulse code modulation audio sampling techniques used in most circuit and leased line equipment today. The Motorola designed audio sampling hardware and digital signal processing provide superior audio fidelity and low latency, minimizing the impact to the audio quality experienced by the subscribers and console operator positions.

Each MLC 8000 is equipped with the following interfaces:

- 4 V.24 ports
- 4 600 Ohm 4-wire analog ports
- A PoE Ethernet port
- An auxiliary Ethernet port
- A GPS frequency/timing reference input

The MLC 8000 offers standard status tone and TRC signaling capabilities on each of its four analog interfaces. The MLC 8000 supports voting and simulcast system configurations, and is certified to be fully compatible with GTR 8000 and several of Motorola’s other analog base station and receiver products, including QUANTAR, ASTRO-TAC Receiver, and MTR2000.

2.4.3 GPS/Frequency Standard

The TRAK 8835, used to synchronize the simulcast system, is a Global Positioning Satellite (GPS)-based frequency and time reference unit. Its purpose is to provide a stable and accurate network time.

The TRAK 8835 provides:

- 1 pulse-per-second (pps) signal to the MLC 8000 for simulcast transmission synchronization
- 5 MHz frequency stability signals to the GTR 8000 repeaters.

The TRAK 8835 is GPS disciplined, which provides time stamp information that is critical to setting precise transmission launch times in Simulcast.

2.4.4 Antenna Network

Each site will utilize the County's existing antennas, transmission lines and combiners/multicouplers or duplexers to support the operation of the proposed GTR 8000 radios at that site. The proposed design does not include the replacement of any of this hardware. If any of the existing hardware is found to be insufficient to support the operation of the proposed equipment, it will be the responsibility of the County to upgrade or replace the components to a state that is capable of supporting the operation of the proposed radio equipment.

2.5 VHF BAND CONSIDERATIONS

The proposed system has been designed to operate in the VHF bands. This section describes some of the difficulties associated with operation within these bands and defines some of the steps that Motorola takes to try to mitigate them.

2.5.1.1 Licensing

There are no proposed changes to the mode of operation, location of transmit antennas or transmit power at any of the sites, so new frequency licensing or modifications to existing licenses should be required. If the need to make any modifications to existing licenses or file for new licenses become necessary, this will be the responsibility of Stokes County. The ability to obtain licensing on a particular frequency in UHF and VHF can be an uncertain prospect and will require the consent of any other users in the region. If Stokes County is unable to obtain licensing for these transmitters, it will be necessary for Stokes County to obtain licensing for different frequencies which can be licensed at all of the sites in the proposed design. If a different set of frequencies is ultimately utilized by the system, Motorola will need to determine if they are compatible with the design. If they are not compatible, Motorola will need to alter the design to accommodate them and provide updated pricing to Stokes County for the additional costs.

2.5.1.2 Intermodulation

This section is provided to inform Stokes County of the risk of interference on its VHF channels due to intermodulation.

Intermodulation can be broken down into active and passive intermodulation. Active intermodulation is where the mixing is occurring in an active stage such as a transmitter's final amplifier or the receiver's front end. In these situations the mixing efficiency is high, which results in higher-level products. Passive intermodulation occurs in non-active locations such as antennas and combiners or in external locations such antenna mounting structures or towers.

Intermodulation occurs when two or more signals mix. The results of the mixing will be the various sum and difference products as well as the original frequencies. Any number of frequencies can mix in various combinations. If two frequencies, A and B, are mixed together (a "second order" product), the following products can result: A+B, A-B, 2A+B, 2A-B, 2B+A, 2B-A, 3A+B, 3A-B, 3B+A, 3B-A, 3B+2A, 3B-2A and so on. If three frequencies A, B & C are mixed (a "third order" product), the following products can result: A+B+C, A+B-C, A+C-B, B+C-A and so on.

Intermodulation products are generally grouped by their order. The order is simply the sum of the coefficients of the frequencies that make up a particular mix. For example, A+B represents second order intermodulation. In this case, the coefficients of both A and B are 1 and $1 + 1$ equals 2. The example A+B-C is a “third order” product. The coefficients of A, B and C are all one, so $1 + 1 + 1$ equals 3, a 3rd order mix. The product 2A-B is also a “third order” mix. The coefficient of A is 2 and the coefficient of B is 1; therefore, $2 + 1$ equals 3, which indicates a 3rd order mix. 3A-2B would be a 5th order mix and 5A-4B would be a 9th order mix.

Motorola is unable at this time to conduct proper Intermodulation studies for Stokes County, as information regarding any other radio resources that may be operating at the same locations is currently not available to Motorola. Once these have been identified, the Intermodulation Study will need to be performed to determine if there are any potential intermodulation risks. If it is determined that potential intermodulation risks are present, Stokes County will then need to make a determination on whether they would like to attempt to obtain licensing for different frequencies or accept the potential risk of IM interference. If different frequencies are selected, the Combiner/Multicoupler design may need to be revised to accommodate the frequency changes and Motorola will need to provide updated pricing for these changes to the County.

2.5.1.3 Interference

VHF is also prone to interference from other outside radio sources and other environmental sources. The organization of channels in this band is not as structured as that for the 800 MHz band and in many cases very close spacing of transmitters and receivers can be encountered. Having a transmitter operating in close proximity, both in terms of physical distance and frequency, to a receiver can result in a reduction in the sensitivity of that receiver which will reduce the performance. In addition to receiver performance issues that may be caused by Stokes County's own transmitters, interference from other radio resources can potentially exist as well.

2.6 SYSTEM BACKHAUL

The radio sites will be connected to each other over the County's existing Ethernet based microwave links. The proposed design includes no changes to this equipment and assumes sufficient capacity to support the proposed radio equipment.

2.7 SUBSCRIBERS

Motorola is including no new subscribers and no modifications to the existing fleet of subscribers that Stokes County currently operates. Stokes County will continue to utilize the current subscribers on the new system. Any programming or configuration changes required in the existing pagers or portable radios will be the responsibility of Stokes County.

2.8 COVERAGE

There are critical unknown/undefined design parameters at each site which inhibits Motorola's ability to develop an RF Coverage guarantee. Among the missing information is the degree of detrimental ambient RF energy (intermodulation and RF noise floor levels) at each location and the allowable transmit power. Although Motorola stands behind the quality

of its products and workmanship, for the reasons previously listed we cannot provide a guarantee of system coverage and no Coverage Acceptance Testing (CATP) will be performed. As part of system implementation and optimization Motorola will perform testing on performance of the system, but this will not include a formal CATP.

EQUIPMENT LIST

QTY	NOMENCLATURE	DESCRIPTION
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOCXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3
1	DSTRAK4008245101	MOUNTING SHELF FOR 8835 GPS CLOCK
1	DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
1	DSTRAK4702354	Lightning/Surge Arrestor for Trak 8835
2	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL-AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
1	TRN7343	SEVEN AND A HALF FOOT RACK
1	DS1101990	SPD, SHIELDED RJ-45 JACK, SINGLE LINE GBE (1000MBPS) R56 COMPLIANT
1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
1	F2979	MLC 8000
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	F2979	MLC 8000
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	T7039	GTR 8000 Base Radio
1	X530BG	ADD: VHF (136-174 MHZ)
1	CA01949AA	ADD: ANALOG ONLY CONV SW
1	CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AM	ADD: BR PRESELECTOR 150-174 MHZ
1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOCXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3
1	DSTRAK4008245101	MOUNTING SHELF FOR 8835 GPS CLOCK
1	DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
1	DSTRAK4702354	Lightning/Surge Arrestor for Trak 8835

Use or disclosure of this proposal is subject to the restrictions on the cover page.



QTY	NOMENCLATURE	DESCRIPTION
1	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL-AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
1	TRN7343	SEVEN AND A HALF FOOT RACK
1	DS1101990	SPD, SHIELDED RJ-45 JACK, SINGLE LINE GBE (1000MBPS) R56 COMPLIANT
1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
1	F2979	MLC 8000
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	T7039	GTR 8000 Base Radio
1	X530BG	ADD: VHF (136-174 MHZ)
1	CA01949AA	ADD: ANALOG ONLY CONV SW
1	CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AM	ADD: BR PRESELECTOR 150-174 MHZ
1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOCXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3
1	DSTRAK4008245101	MOUNTING SHELF FOR 8835 GPS CLOCK
1	DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK
1	DSTRAK4702354	Lightning/Surge Arrestor for Trak 8835
1	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL-AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
1	TRN7343	SEVEN AND A HALF FOOT RACK
1	DS1101990	SPD, SHIELDED RJ-45 JACK, SINGLE LINE GBE (1000MBPS) R56 COMPLIANT
1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
1	F2979	MLC 8000
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	T7039	GTR 8000 Base Radio

QTY	NOMENCLATURE	DESCRIPTION
1	X530BG	ADD: VHF (136-174 MHZ)
1	CA01949AA	ADD: ANALOG ONLY CONV SW
1	CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST SOFTWARE
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AM	ADD: BR PRESELECTOR 150-174 MHZ
1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET REPEAT
1	DLN6897	FRU: PA VHF
1	DLN6893	FRU: XCVR VHF V2 W/OPTION CARD
1	DLN6781	FRU: POWER SUPPLY
1	DLN6898	FRU: FAN MODULE
1	DLN6821	FRU: GTR ANALOG 4W E&M SIMULCST KIT
1	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL-AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
1	FLN0001	FRU KIT, MLC8000
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOCXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3
1	DSTRAKP001134	AC POWER SUPPLY FOR 8835 GPS CLOCK

SECTION 4

SERVICE/WARRANTY

Our standard commercial warranty covers on-site response during normal business hours per the equipment list contained in this proposal

Use or disclosure of this proposal is subject to the restrictions on the cover page.



SECTION 5

PRICING SUMMARY

Motorola is pleased to provide equipment and services to Stokes County, North Carolina:

Description	Price
Total	\$297,000.00

PAYMENT SCHEDULE

Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution. Payment for the System purchase will be in accordance with the following milestones.

1. 25% of the Contract Price due upon contract execution (due upon effective date);
2. 60% of the Contract Price due upon shipment of equipment;
3. 5% of the Contract Price due upon installation of equipment; and
4. 10% of the Contract Price due upon Final Acceptance.



SECTION 6

CONTRACTUAL DOCUMENTATION

To accept Motorola's proposal, the County will issue a Purchase Order that includes the following statement on its face:

The pricing, terms and conditions of the NC State Contract #725G will control this purchase. All details of the purchase and payment terms are per the Stokes County Proposal dated December 13, 2019.



STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
	Emergency Communications			
100.4325.510	Equipment	\$ 84,548.00	\$ 297,000.00	\$ 381,548.00
		<u>\$ 84,548.00</u>	<u>\$ 297,000.00</u>	<u>\$ 381,548.00</u>

This budget amendment is justified as follows:

To appropriate fund balance for the VHF system upgrade.

This will result in a net increase of \$297,000.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	GENERAL FUND			
100.3991.000	Fund Balance Appropriated	\$ 4,558,916.00	\$ 297,000.00	\$ 4,855,916.00
	TOTALS	<u>\$ 4,558,916.00</u>	<u>\$ 297,000.00</u>	<u>\$ 4,855,916.00</u>

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 13th day of January, 2020.

Verified by the Clerk of the Board



Department Head's Approval

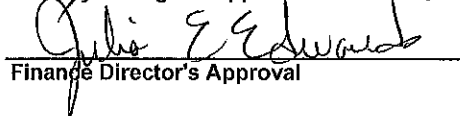
Date



1-6-20

County Manager's Approval

Date



1-6-20

Finance Director's Approval

Date



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VII.d.

Architectural/Engineering Services for the Public Works Maintenance/Storage Building

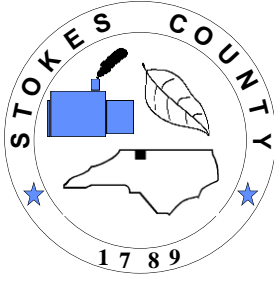
Contact: Glenda Pruitt

Summary:

Architectural/Engineering services for the Public Works Maintenance/Storage Building moved to the Action Agenda at the last meeting.

ATTACHMENTS:

Description	Upload Date	Type
Memo - Public Works Building	12/17/2019	Cover Memo



Stokes County
Purchasing Department

Memorandum

To: Board of Commissioners

From: Glenda Pruitt, Support Services Supervisor

Date: December 17, 2019

Re: Architectural/Engineering Services – Public Works Maintenance/Storage Building

Attached is an exemption statement for approval to enter into a contract for architectural/engineering services for the Public Works Maintenance/Storage Building which was approved in the 2019-2020 budget for construction.

G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

The estimated fee for design services for the Public Works Maintenance/Storage Building project is less than \$50,000. I am requesting approval to proceed with a contract and exemption statement for architectural/engineering services with Peterson/Gordon Architects.

EXEMPTING *Public Works Maintenance/Storage Building*

FROM G.S. 143-64.31

G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively "design services") to be based on qualifications and without regard to fee;

County of Stokes proposes to enter into one or more contracts for design services for work on Public Works Maintenance/Storage Building; and

G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

The estimated fee for design services for the above-described project is less than \$50,000.

Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

County Manager Signature

Support Services Supervisor



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VII.e.

Board of Health -Appointment Requests

Contact: Tammy Martin, Health Director

Summary:

The proposed list of members for the Board of Health was presented at the meeting on December 23, 2019 and moved to the Action Agenda at the next meeting.

ATTACHMENTS:

Description	Upload Date	Type
NCGS Board of Health	12/19/2019	Cover Memo
Board of Health Members	1/7/2020	Cover Memo

§ 130A-35. County board of health; appointment; terms.

(a) A county board of health shall be the policy-making, rule-making and adjudicatory body for a county health department.

(b) The members of a county board of health shall be appointed by the county board of commissioners. The board shall be composed of 11 members. The composition of the board shall reasonably reflect the population makeup of the county and shall include: one physician licensed to practice medicine in this State, one licensed dentist, one licensed optometrist, one licensed veterinarian, one registered nurse, one licensed pharmacist, one county commissioner, one professional engineer, and three representatives of the general public. Except as otherwise provided in this section, all members shall be residents of the county. If there is not a licensed physician, a licensed dentist, a licensed veterinarian, a registered nurse, a licensed pharmacist, or a professional engineer available for appointment, an additional representative of the general public shall be appointed. If however, one of the designated professions has only one person residing in the county, the county commissioners shall have the option of appointing that person or a member of the general public. In the event a licensed optometrist who is a resident of the county is not available for appointment, then the county commissioners shall have the option of appointing either a licensed optometrist who is a resident of another county or a member of the general public.

(c) Except as provided in this subsection, members of a county board of health shall serve three-year terms. No member may serve more than three consecutive three-year terms unless the member is the only person residing in the county who represents one of the professions designated in subsection (b) of this section. The county commissioner member shall serve only as long as the member is a county commissioner. When a representative of the general public is appointed due to the unavailability of a licensed physician, a licensed dentist, a resident licensed optometrist or a nonresident licensed optometrist as authorized by subsection (b) of this section, a licensed veterinarian, a registered nurse, a licensed pharmacist, or a professional engineer, that member shall serve only until a licensed physician, a licensed dentist, a licensed resident or nonresident optometrist, a licensed veterinarian, a registered nurse, a licensed pharmacist, or a professional engineer becomes available for appointment. In order to establish a uniform staggered term structure for the board, a member may be appointed for less than a three-year term.

(d) Vacancies shall be filled for any unexpired portion of a term.

(e) A chairperson shall be elected annually by a county board of health. The local health director shall serve as secretary to the board.

(f) A majority of the members shall constitute a quorum.

(g) A member may be removed from office by the county board of commissioners for:

- (1) Commission of a felony or other crime involving moral turpitude;
- (2) Violation of a State law governing conflict of interest;
- (3) Violation of a written policy adopted by the county board of commissioners;
- (4) Habitual failure to attend meetings;
- (5) Conduct that tends to bring the office into disrepute; or
- (6) Failure to maintain qualifications for appointment required under subsection (b) of this section.

A board member may be removed only after the member has been given written notice of the basis for removal and has had the opportunity to respond.

(h) A member may receive a per diem in an amount established by the county board of commissioners. Reimbursement for subsistence and travel shall be in accordance with a policy set by the county board of commissioners.

(i) The board shall meet at least quarterly. The chairperson or three of the members may call a special meeting. (1901, c. 245, s. 3; Rev., s. 4444; 1911, c. 62, s. 9; C.S., s. 7604; 1931, c. 149; 1941, c. 185; 1945, c. 99; c. 1030, s. 2; 1947, c. 474, s. 3; 1951, c. 92; 1957, c. 1357, s. 1; 1963, c.

Stokes County Health Department



P.O. Box 187
1009 Main Street
Danbury, NC 27016
(336) 593-2400

Tammy Martin, MSHE, Health Director
Samuel C. Newsome, MD, Medical Director

Date: December 16, 2019
To: Stokes County Board of County Commissioners
Subj: Board of Health Members

Please consider these individuals for appointment to the Board of Health.

Commissioner:	Jamie Yontz
Licensed Dentist:	Gaye Wood
Licensed Engineer:	Buster Robertson
Licensed Optometrist:	Keith Lawson
Licensed Pharmacist:	Kim Lewis
Licensed Physician:	Thomas Delany Santoro, M.D.
Licensed Veterinarian:	Pam Tillman
Registered Nurse:	Jane Humphries
General Public:	Rachel White
General Public:	Jane Cole
General Public:	Justin Duncan
County Manager:	Jake Oakley
Health Director:	Tammy Martin
DSS Director:	Stacey Elmes
Recording Sec.:	Hayley Shelton

Thank you,

Tammy Martin
Health Director



**Board of County Commissioners
January 13, 2020
6:00 PM**

Item number: VII.f.

Department of Social Services Board - Appointment Request

Contact: Shannon Shaver

Summary:

There are 3 applications for the DSS Board. The Board needs to make one appointment.

The 3 applicants are:

Greg Collins
Jackie Frazier
Katie Tedder

ATTACHMENTS:

Description	Upload Date	Type
NCGS DSS Board	12/19/2019	Cover Memo

Chapter 108A.

Social Services.

Article 1.

County Administration.

Part 1. County Boards of Social Services.

§ 108A-1. (Effective until March 1, 2019) Creation.

Every county shall have a board of social services or a consolidated human services board created pursuant to G.S. 153A-77(b) which shall establish county policies for the programs established by this Chapter in conformity with the rules and regulations of the Social Services Commission and under the supervision of the Department of Health and Human Services. Provided, however, county policies for the program of medical assistance shall be established in conformity with the rules and regulations of the Department of Health and Human Services. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1973, c. 476, s. 138; 1977, 2nd Sess., c. 1219, s. 6; 1981, c. 275, s. 1; 1995 (Reg. Sess., 1996), c. 690, s. 5; 1997-443, s. 11A.118(a).)

§ 108A-1. (Effective March 1, 2019) Creation.

Every county shall have a governing board for social services, which may be a county board of social services created pursuant to this Part, a consolidated human services board created pursuant to G.S. 153A-77(b), a board of county commissioners that has assumed the powers and duties of a county board of social services or a consolidated human services board, or a regional board of social services created pursuant to G.S. 108A-15.8. The governing board shall establish policies for the programs established by this Chapter in conformity with the rules and regulations of the Social Services Commission and under the supervision of the Department of Health and Human Services. Provided, however, policies for the program of medical assistance shall be established in conformity with the rules and regulations of the Department of Health and Human Services. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1973, c. 476, s. 138; 1977, 2nd Sess., c. 1219, s. 6; 1981, c. 275, s. 1; 1995 (Reg. Sess., 1996), c. 690, s. 5; 1997-443, s. 11A.118(a); 2017-41, s. 4.2.)

§ 108A-2. Size.

The county board of social services of a county shall consist of three members, except that the board of commissioners of any county may increase such number to five members. The decision to increase the size to five members or to reduce a five-member board to three shall be reported immediately in writing by the chairman of the board of commissioners to the Department of Health and Human Services. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1973, c. 476, s. 138; 1981, c. 275, s. 1; 1995 (Reg. Sess., 1996), c. 690, s. 6; 1997-443, s. 11A.118(a).)

§ 108A-3. Method of appointment; residential qualifications; fee or compensation for services; consolidated human services board appointments.

(a) **Three-Member Board.** – The board of commissioners shall appoint one member who may be a county commissioner or a citizen selected by the board; the Social Services Commission shall appoint one member; and the two members so appointed shall select the third member. In the event the two members so appointed are unable to agree upon selection of the third member, the senior regular resident superior court judge of the county shall make the selection.

(b) **Five-Member Board.** – The procedure set forth in subsection (a) shall be followed, except that both the board of commissioners and the Social Services Commission shall appoint two members each, and the four so appointed shall select the fifth member by majority vote of the membership. If a majority of the four are unable to agree upon the fifth member, the senior regular superior court judge of the county shall make the selection.

(c) Provided further that each member so appointed under subsection (a) and subsection (b) of this section by the Social Services Commission and by the county board of commissioners or the senior regular resident superior court judge of the county, shall be bona fide residents of the county from which they are appointed to serve, and will receive as their fee or compensation for their services rendered from the Department of Health and Human Services directly or indirectly only the fees and compensation as provided by G.S. 108A-8.

(d) **Consolidated Human Services Board.** – The board of county commissioners shall be the sole appointing authority for members of a consolidated human services board and shall appoint those members in accordance with G.S. 153A-77(c). (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1971, c. 369; 1973, c. 476, s. 138; 1981, c. 275, s. 1; 1995 (Reg. Sess., 1996), c. 690, s. 7; 1997-135, s. 1; 1997-443, s. 11A.118(a).)

§ 108A-4. Term of appointment.

Each member of a county board of social services shall serve for a term of three years. No member may serve more than two consecutive terms. Notwithstanding the previous sentence, the limitation on consecutive terms does not apply if the member of the social services board was a member of the board of county commissioners at any time during the first two consecutive terms, and is a member of the board of county commissioners at the time of reappointment. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1981, c. 275, s. 1; c. 770.)

§ 108A-5. Order of appointment.

(a) **Three-Member Board:** The term of the member appointed by the Social Services Commission shall expire on June 30, 1981, and every three years thereafter; the term of the member appointed by the board of commissioners shall expire on June 30, 1983, and every three years thereafter; and the term of the third member shall expire on June 30, 1982, and every three years thereafter.

(b) **Five-Member Board:** Whenever a board of commissioners of any county decides to expand a three-member board to a five-member board of social services, the Social Services Commission shall appoint an additional member for a term expiring at the same time as the term of the existing member appointed by the board of commissioners, and the board of commissioners shall appoint an additional member for a term expiring at the same time as the term of the existing member appointed by the Social Services Commission. The change to a five-member board shall

become effective at the time when the additional members shall have been appointed by both the county board of commissioners and the Social Services Commission. Thereafter all appointments shall be for three-year terms.

(c) Change from Five-Member to Three-Member Board: The change shall become effective on the first day of July following the decision to change by the board of commissioners. On that day, the following two seats on the board of social services shall cease to exist:

- (1) The seat held by the member appointed by the Social Services Commission whose term would have expired on June 30, 1983, or triennially thereafter; and
- (2) The seat held by the member appointed by the board of commissioners whose term would have expired June 30, 1981, or triennially thereafter. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1973, c. 476, s. 138; c. 724, s. 1; 1981, c. 275, s. 1.)

§ 108A-6. Vacancies.

Appointments to fill vacancies shall be made in the manner set out in G.S. 108A-3. All such appointments shall be for the remainder of the former member's term of office and shall not constitute a term for the purposes of G.S. 108A-4. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1981, c. 275, s. 1.)

§ 108A-7. Meetings.

The board of social services of a county shall meet at least once per month, or more often if a meeting is called by the chairman. Such board shall elect a chairman from its members at its July meeting each year, and the chairman shall serve a term of one year or until a new chairman is elected by the board. A consolidated county human services board shall meet in accordance with the provisions of G.S. 153A-77. (1917, c. 170, s. 1; 1919, c. 46, s. 4; C.S., s. 5015; 1937, c. 319, s. 4; 1941, c. 270, s. 3; 1947, c. 92; 1959, c. 320; 1961, c. 186; 1969, c. 546, s. 1; 1981, c. 275, s. 1; 1995 (Reg. Sess., 1996), c. 690, s. 8.)

§ 108A-8. Compensation of members.

Members of the county board of social services may receive a per diem in such amount as shall be established by the county board of commissioners. Reimbursement for subsistence and travel shall be in accordance with a policy set by the county board of commissioners. (1917, c. 170, s. 1; 1919, c. 46, s. 4; C.S., s. 5015; 1937, c. 319, s. 4; 1941, c. 270, s. 3; 1947, c. 92; 1959, c. 320; 1961, c. 186; 1969, c. 546, s. 1; 1971, c. 124; 1981, c. 275, s. 1; 1985, c. 418, s. 3.)

§ 108A-9. Duties and responsibilities.

The county board of social services shall have the following duties and responsibilities:

- (1) To select the county director of social services according to the merit system rules of the North Carolina Human Resources Commission;
- (2) To advise county and municipal authorities in developing policies and plans to improve the social conditions of the community;

- (3) To consult with the director of social services about problems relating to his office, and to assist him in planning budgets for the county department of social services;
- (4) To transmit or present the budgets of the county department of social services for public assistance, social services, and administration to the board of county commissioners;
- (5) To have such other duties and responsibilities as the General Assembly, the Department of Health and Human Services or the Social Services Commission or the board of county commissioners may assign to it. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1973, c. 476, s. 138; 1977, 2nd Sess., c. 1219, s. 7; 1981, c. 275, s. 1; 1997-443, s. 11A.118(a); 2013-382, s. 9.1(c).)

§ 108A-10. Fees.

The county board of social services is authorized to enter into contracts with any governmental or private agency, or with any person, whereby the board of social services agrees to render services to or for such agency or person in exchange for a fee to cover the cost of rendering such service. This authority is to be limited to services voluntarily rendered and voluntarily received, but shall not apply where the charging of a fee for a particular service is specifically prohibited by statute or regulation. The fees to be charged under the authority of this section are to be based upon a plan recommended by the county director of social services and approved by the local board of social services and the board of county commissioners. In no event is the fee charged to exceed the cost to the board of social services. Fee policies may not conflict with rules and regulations adopted by the Social Services Commission or Department of Health and Human Services regarding fees.

The fees collected under the authority of this section are to be deposited to the account of the social services department so that they may be expended for social services purposes in accordance with the provisions of Article 3 of Chapter 159, the Local Government Budget and Fiscal Control Act. No individual employee is to receive any compensation over and above his regular salary as a result of rendering services for which a fee is charged.

The county board of social services shall annually report to the county commissioners receipts received under this section. Fees collected under this section shall not be used to replace any other funds, either State or local, for the program for which the fees were collected. (1981, c. 275, s. 1; 1997-443, s. 11A.118(a).)

§ 108A-11. Inspection of records by members.

Every member of the county board of social services may inspect and examine any record on file in the office of the director relating in any manner to applications for and provision of public assistance and social services authorized by this Chapter. No member shall disclose or make public any information which he may acquire by examining such records. (1917, c. 170, s. 1; 1919, c. 46, s. 3; C.S., s. 5014; 1937, c. 319, s. 3; 1941, c. 270, s. 2; 1945, c. 47; 1953, c. 132; 1955, c. 249; 1957, c. 100, s. 1; 1959, c. 1255, s. 1; 1961, c. 186; 1963, c. 139; c. 247, ss. 1, 2; 1969, c. 546, s. 1; 1981, c. 275, s. 1.)