



General Membership Meeting

6:30 p.m. - Thursday, June 8, 2023
Third Floor Conference Room
233 Middle Street, New Bern, NC

Zoom: <https://us06web.zoom.us/j/87315545582?pwd=UjdFc0hsbzArTDdMcUIEeTE5cHJYUT09>
[Register Here](#)

AGENDA

- 1. Welcome, Invocation, and Call to Order**
- 2. Adopt Agenda – James Bender, President**
Recommended motion: Approve agenda, as presented.
- 3. Consent Agenda – James Bender, President**
 - a. Minutes – General Membership Board Meeting, March 9, 2023**
 - b. Contribution Based Benefit Cap Report**
 - c. C.E.D.S. Update**
 - d. Community Planning/Technical Assistance Update**
 - e. Area Agency on Aging Update**
 - f. Transportation Update**Recommended motion: Approve consent agenda.
- 4. Introduction – Kim Mack, District Director, Office of Congressman Don Davis**
- 5. Presentation – Tony McEwen, American Flood Coalition**
Recommended motion: Approve resolution to join American Flood Coalition.
- 6. Budget & Audit Committee Report – Ed Riggs, 1st Vice President**
 - a. Check Register**
 - b. Financial Statements**
 - c. Committee Information & Recommendations**
 - d. Creation of Aging Technician Classification**Recommended motion: Approve committee recommendation(s).
- 7. Presentation of the 2023-2024 Proposed Budget – Melinda McGuire, Finance Director**



- 8. Public Hearing for Budget – Jay Bender, President**
Recommended 1st motion: Open public hearing, receive comments from the public on the proposed budget.
Recommended 2nd motion: Close public hearing.
- 9. Adoption of Budget Ordinance – Jay Bender, President**
Recommended motion: Adopt FY 2023-2024 proposed budget, as presented.
- 10. Election of ECC Officers – Jay Bender, President**
Recommended motion: If desired, elect the recommended slate of officers presented by the Officers Nominating Committee. (The floor will also be open for additional nominations. Confirmation or a willingness to serve is needed for anyone nominated from the floor.)
- 11. Installation of Officers – Jay Bender, President**
- 12. Strategic Goals for 2023-2024 – David Bone, Executive Director**
Recommended motion: Adopt strategic goals for FY 2023-2024, as presented.
- 13. Executive Director's Report – David Bone, Executive Director**
- 14. Member Comments**
- 15. Adjournment**
Recommended motion: Adjourn meeting.



General Membership Meeting
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Minutes

Executive Committee Members in Attendance:

Roland Best, Lenoir County Commissioner
Arthur Robinson, 2nd Vice President
Jay Bender, President
Ed Riggs, 1st Vice President
Steve Wiggins, Town of Mount Olive Commissioner
Jesse Down, Duplin County Commissioner
Bennie Heath, Greene County Commissioner
Kyle DeHaven, County Managers caucus
Karen Lewis, City of Havelock Commissioner
Bill Taylor, Town of Morehead City Commissioner
Bob Cavaughn, Carteret County Commissioner (via Zoom)

General Membership Members in Attendance:

Patty Leonard, Town of River Bend Appointee
Cage King, Town of Wallace Commissioner
Danny Wooten, Town of Vandemere Commissioner
Barbara Jones, Town of Cove City Commissioner
Allen Price, Town of Oriental Commissioner (via Zoom)
Evenlyn Paul, Town of Grantsboro Commissioner (via Zoom)

Guest in Attendance:

Knox Proctor, Attorney, Ward & Smith
Tammy Childers, Executive Director, ECWDB
Rhonda Murray, Director, Community Plans & Liaison Office, MCAS Cherry Point (via Zoom)

ECC Staff in Attendance:

David Bone, Executive Director
Melinda McGuire, Finance Director
Heather O'Connor, AAA Director
January Brown, Deputy AAA Director
Leighann Morgan, Deputy Finance Director
Holly Craighead, Community Planner



1. Welcome, Invocation, and Call to Order

President Bender called the meeting to order at 6:39 p.m. Second Vice President Robinson gave the invocation. Introductions around the room were made. Executive Director Bone introduced Holly Craighead as the new Community Planner.

2. Adopt Agenda – James Bender, President

Mrs. Leonard motioned to adopt the agenda, seconded by Commissioner Heath, and motion was approved unanimously.

3. Consent Agenda – James Bender, President

- a. **Minutes** – General Membership Board Meeting, January 12, 2023
- b. **Contribution Based Benefit Cap Report**
- c. **C.E.D.S. Update**
- d. **Community Planning/Technical Assistance Update**
- e. **Area Agency on Aging Update**
- f. **Transportation Update**

Second Vice President Robinson motioned to approve the consent agenda, seconded by Mrs. Leonard, and motion was approved unanimously.

4. Budget & Audit Committee Report – Ed Riggs, Jr., 1st Vice President

- a. **Check Register**
- b. **Financial Statements**
- c. **Committee Information & Recommendations**

First Vice President Riggs stated the Budget & Audit Committee met earlier to discuss the check register and financials. He reported the auditors are scheduled to start in late April.

5. Update on the Eastern Carolina Workforce Development Board – Tammy Childers, Executive Director, ECWDB

Ms. Childers talked about the Eastern Carolina Workforce Development Board (ECWDB) being the designated administrative/fiscal agent for the Federal and State workforce development funds appropriated by the North Carolina Department of Commerce. It operates employment and training services in a nine-county local area. Members of its board are appointed by the Elected Officials of their respective counties in accordance with criteria established by the Governor. The ECWDB administers workforce development programs funded through the Federal Workforce Innovation and Opportunity Act. Its role is to ensure that the local workforce development system is market-driven and responsive to meeting the employment and training needs of both job seekers and employers. The ECWDB collaborates with local businesses, government, and education partners to develop effective programs and services that improve the workforce. They are creating a talent pipeline that will result in satisfied employers offering long-term employment and increased wage earnings.



6. ECC AAA Investment in Assistive Technology for Older Adults and Caregivers – January Brown, Deputy AAA Director

Mrs. Brown presented on utilizing technology with older adults. The AAA has been utilizing “Joy For All” companion pets and giving them to senior centers for their older adults with dementia. The AAA has been assembling and distributing assistive technology kits to providers to educate their older adults on devices that can assist them in their home to live independently. The AAA purchased Obie Interactive systems for each senior center; these systems allow older adults to engage in social and cognitive interactive activities. Since COVID, Senior Centers have an increased need to reach older adults at home. The Owl Video systems help facilitate virtual meetings and classes to engage with the homebound person.

7. Discussion of Reaffirmation/Election of Municipal Caucus Representatives on the ECC Executive Committee – Jay Bender, President

The General Membership Board reaffirmed to keep the general tradition of picking caucus representatives on an even-year basis, after the municipal elections.

8. Executive Director’s Report – David Bone, Executive Director

Executive Director Bone highlighted some items from the consent agenda. AAA staff, through the grocery reimbursement program, has worked with over 1,300 applicants, reimbursing over \$350,000 to seniors through February 2023. The new ombudsman will begin on Monday. AAA staff would like to have Dementia Live training for board members who have not gone through the experience. The audit should start in April for the fiscal year 21/22. Finance is currently working on next year’s budget, and budget discussions will begin next month. Holly Craighead is teaching a grant writing class on March 20-21, and we have 31 of the 35 seats filled. Holly and Carlton have sent out surveys to communities to make sure they are compliant with ARP criteria and if technical assistance is needed. With the Disaster Recovery program, ECC is working with Upper Coastal Plains COG to acquire the services of a consultant to assist with strategic planning for disaster recovery, resiliency, and assisting communities with grant writing for water, wastewater, and stormwater infrastructure. ECC has begun working with another consultant and other staff members from other COGS to develop a statewide curriculum for disaster recovery training to be provided to local governments. ECC is required to provide this training to every local government in the region.

ECC has applied for a Duke Energy Resilience Accelerator program grant. ECC is proposing a regional resiliency funding project that would assist governments with providing local matches for resiliency projects.



9. Member Comments – no comments

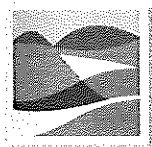
10. Adjournment

The meeting was unanimously adjourned.

Respectfully submitted,

Jay Bender, President

David Bone, Executive Director



North Carolina Total Retirement Plans



Dale R. Folwell, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

5/18/2023

92507 - NEUSE RIVER COUNCIL OF GOVERNMENTS
ATTN: CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR
PO BOX 1717
NEW BERN, NC 28560

Dear 92507 - NEUSE RIVER COUNCIL OF GOVERNMENTS:

During the 2014 General Assembly session, contribution-based benefit cap legislation was enacted effective January 1, 2015. This legislation was created to control the practice of "pension spiking," in which a member's compensation substantially increases, resulting in a monthly retirement benefit that is significantly greater than the member and employer contributions would fund. The Contribution-Based Benefit Cap (CBBC) approach was created to protect each system for current and future retirees and to prevent all employers in the Retirement Systems from absorbing the additional liabilities caused by compensation decisions made by other employers. This legislation applies to members who retire on and after January 1, 2015, with an average final compensation of \$100,000 or higher (adjusted annually for inflation), and will directly impact only a small number of those individuals. It requires the member's last employer to pay the additional contribution required to fund the member's benefit in excess of the cap. [G.S. 135-5(a3); 135-4(jj); 128-27(a3); and 128-26(y)]

In order to assist employing agencies with planning and budgeting to comply with the CBBC provisions, we are required to report monthly to each employer a list of those members for whom the employer made a contribution to the Retirement System in the preceding month that are most likely to require an additional employer contribution should they elect to retire in the following 12 months. This letter and the attached report serve as our required monthly notification to your agency under this provision. [G.S. 135-8(f)(2)(f) and G.S.128-30(g)(2)(b)]

The chief financial officer of your agency is required to provide a copy of the attached report to the chief executive of your agency, as well as to the governing body, including any board which exercises financial oversight. Additionally, the chief financial officer of a public school system is required to provide a copy of the report to the local board of education and notify the board of county commissioners of the county in which the local administrative unit is located that the report was received and how many employees were listed in the report. [G.S. 115C-436(c); 135-8(j); and 128-30(j)]

For the purpose of determining the employees of your agency that are likely to require an additional employer contribution should they elect to retire in the following 12 months, the Retirement System modified the criteria used in the CBBC calculation. This allows for a broad list of potential employees, including those whose compensation average may approach the threshold and attempts to provide your agency with prior notification of a potential cost. The attached report

lists employees of your agency who may be eligible to retire in the next 13 months (at either a reduced or unreduced benefit), whose salary is \$115,000.00 or greater, and whose estimated monthly retirement benefit exceeds the CBBC based on information in the employee's most recent annual benefits statement. In addition, a lower CBBC Factor (i.e., TSERS is 4.2 and LGERS is 4.4) is applied.

This list is not exhaustive, and members included on this list may or may not exceed the CBBC upon retirement, depending on a number of factors such as the member's average final compensation, the member's age at retirement, and membership service. This is merely a notification of a potential cost that your agency may be required to pay, in the form of a lump-sum payment, due after the member retires.

For those employees hired on or after January 1, 2015, the employer is not required to pay the additional contribution to fund the member's benefit in excess of the Contribution-Based Benefit Cap. The employer has the option to pay all or part of the contribution required in excess of the CBBC; the employee also has the option to pay all or part of the contribution. However, should neither of you choose to pay this additional contribution, the employee's retirement benefit will be capped.

You can calculate the likelihood of whether the retirement benefit of a member listed on the attached report will exceed the CBBC with information available on our website at <https://www.myncretirement.com/employers/employer-training/pension-spiking>.

If you have any questions or need assistance in calculating the likelihood of a potential CBBC liability, please contact us at the address or telephone number listed below.

Sincerely,

Retirement Systems Division
N.C. Department of State Treasurer

623_PENSPK



North Carolina
Total Retirement Plans

North Carolina Department of State Treasurer
Retirement Systems Division
3200 Atlantic Ave., Raleigh, NC 27604
1-877-NCSECURE (1-877-627-3287) toll-free • Fax (919) 855-5800
www.myncretirement.com



DALE R. FOLWELL, CPA
STATE TREASURER OF NORTH CAROLINA
DALE R. FOLWELL, CPA

CONTRIBUTION-BASED BENEFIT CAP REPORT

Members		Agency		Member ID		Name	
Hired Before							
Jan 1, 2015		92507-NEUSE RIVER COUNCIL OF GOVERNMENTS		1219755		BONE, DAVID B	

* PLEASE FORWARD TO YOUR CHIEF FINANCIAL OFFICER OR BUDGET ADMINISTRATOR

**Consent Agenda Item – Staff Report on Economic Development Efforts
Supported Through EDA CEDS Grant**

June 8, 2023

Summary:

The following is an update on our economic development activity through our EDA Comprehensive Economic Development Strategy (CEDS) grant.

- **Board Presentations / Meetings**
 - Facilitated a Board Retreat for the Town of Magnolia on May 9th.
 - Made a presentation to the Bridgeton Town Board on May 23rd.
- **Highlights of Additional Meetings**
 - Attended a Wayne County regional water meeting on May 3rd.
 - Met with New Bern's economic development director on May 5th.
 - Participated in an Aerospace Maintenance, Repair, and Overhaul (MRO) meeting at the NC Global TransPark on May 8th.
 - Met with the Duplin County economic development director on May 15th.
 - Participated in the NC Association of Regional Councils of Government (NCARCOG) Legislative Day on May 17th.
 - Hosted a virtual workshop about EDA funding opportunities on May 24th.
 - Met with the Greene County economic development director on May 24th.
- **Additional Recent CEDS Work Highlights**
 - Communicated with EDA about potential Aquaculture Hub Project (NC Coastal Federation) – project moving forward to next round of review and consideration.
 - Checked in with Jacksonville Onslow Economic Development about potential project. Communicated with EDA staff about same.
 - Spoke with EDA about potential for a EDA grant for regional water effort.
 - Sent out grant newsletter for May.
 - Communicated with NC Department of Commerce official about potential Southeastern Crescent funding opportunities.
 - Participated in a Digital Inclusion Plan meeting with NCSU Institute for Emerging Issues.
 - Ongoing conversations with communities about grant opportunities.
 - Ongoing conversations with EDA staff about CEDS efforts.
 - Assisted a community with appraiser options for a potential downtown project.
 - Worked with ECC staff to develop plan for an economic development-focused Transportation Summit in the fall.
 - Worked on ECC newsletter for June.

Attachments:

None

Summary:

The following is an update on our Community Planning Technical Assistance efforts:

- **ARP Technical Assistance (through NCARCOG / State grant funding)**
 - Staff is working with communities on an ongoing basis to assist communities in developing policies and procedures, as well as ARP reporting.
 - Local governments were required to submit Project & Expenditure reports for their ARP/CSLFRF funds April 30, 2023.
 - Staff assisted many communities with their April 30th reports.
 - The NC Councils of Government, the NC Association of County Commissioners, and the NC League of Municipalities all are receiving funds from the State to assist local governments with ARP reporting. NC led the country in compliance with this deadline, which is a testament to the work of this partnership.
 - Staff recently called local governments in the region to remind communities about the recommended ARPA policies and to assist them, as needed, with these policies.
- **Disaster Recovery Technical Assistance (through NCARCOG / State grant funding)**
 - As you may recall, the State of North Carolina received a \$6 million dollar appropriation from the North Carolina General Assembly in Session Law 2021-180c to support local governments effectively to manage disaster recovery funding and build capacity essentially to recover from disasters. The North Carolina Office of State Budget and Management (“OSBM”) entered into a subaward agreement with NC Association of Regional Councils of Government (NCRCOG) regarding these funds.
 - One of the purposes of this grant funding / program is to provide training and support to local governments for disaster recovery / hazard mitigation plan training and development. The NCARCOG recently selected High Street Consulting and Tidal Basin Consulting to assist with the development of a training module on Disaster Recovery. All the COGs will be assisting the consultant to develop the curriculum, and a “train the trainer” event for COG staff is expected in the fall. We expect to implement the training program in ECC in 2024.
 - ECC is collaborating with Upper Coastal Plains COG (UCPCOG) and a consultant – Working Landscapes (<https://workinglandscapesnc.org/>) – to assist with some of the scope of work for the grant. Working Landscapes will assist ECC and UCPCOG engaging communities with interest in:
 - Developing strategic priorities for disaster recovery / resiliency,
 - Seeking grants for water, wastewater, and stormwater infrastructure, and
 - Providing possible other assistance related to the recommendations from the RISE (Regions Innovating for Strong Economies and Environment) program.
 - ECC Disaster Resiliency Interest Survey emailed June 2nd. It is available at <https://www.surveymonkey.com/r/eccdr>. Communities are asked to respond by

June 30th. This survey is being conducted to help ECC evaluate and prioritize local government needs, as they relate to disaster resiliency, other ECC funding areas, and the RISE process. Results will be evaluated and used to build workshops related to these topics, as well as follow up technical assistance and support for local governments and community partners who respond.

- ECC Finance Director Melinda McGuire is working with a consultant and a committee of staff members from other Councils of Government to develop a curriculum for disaster recovery training. We expect to implement training program on this for all member governments in ECC in the second half of the 2023-24 fiscal year.
- As part of this Disaster Recovery effort, ECC can assist members to review their ordinances for best practices and assist them with updating their stormwater ordinances. If a community is interested in ECC's review of its stormwater ordinance, it is asked to email ECC Executive Director David Bone at executivedirector@eccog.org.

- **160-D Compliance Ordinance Reviews**

- Senior Community Planner Carlton Gideon has submitted 160D review recommendations to Bogue and Pink Hill. He will be presenting his recommendations to the Pink Hill Town Council on June 13th and to the Bogue Town Board on June 19th.
- ECC is able to assist any other communities who need assistance on 160D ordinance reviews. The deadline for compliance for all communities is July 1, 2023. Communities that are not 160D compliant are strongly encouraged to contact ECC Executive Director David Bone at 252-638-3185, ext. 3005 or at executivedirector@eccog.org.
- For more information on 160D requirements, visit <https://www.sog.unc.edu/resources/microsites/planning-and-development-regulation/ch-160d-2019>.

- **Richlands Subdivision Plat Review Service**

- Services ongoing.

- **Pink Hill Comprehensive Plan (in partnership with Colliers)**

- A community survey has been completed, and the results are under review.

- **Pink Hill Land Use Administration**

- Services are ongoing.

- **Greenevers Manufactured Home Development Review**

- Senior Community Planner Carlton Gideon is assisting Greenevers in reviewing a potential development involving manufactured homes.

- **Grants Newsletter**

- The May edition of ECC's *Grant Resources and Opportunities* newsletter was distributed on May 15th. The May and prior editions are available online at <https://eccog.org/planning-resources/>.

- **Grant Writing**
 - ECC hosted a 2-day grant writing class back in March, and folks have requested that we host it again, so we are! The Eastern Carolina Council (ECC) is hosting a 2-day grant writing workshop for our members on July 10th and 11th (9:00-4:30) for the first 35 people to register. ECC Community Planner Holly C. Lippitt will be the trainer for this event. If your community is interested, you can register at <http://events.r20.constantcontact.com/register/event?oeidk=a07ejtdq0ti8b43078f&llr=gppuxoyab>.
- **Flood Resiliency Blueprint Technical Advisory Group (Neuse Regional Advisory Group)**
 - Senior Community Planner Carlton Gideon continues to participate in this effort. Meetings were held in New Bern on June 1st, and Community Planner Holly C. Lippitt also attended.
- **Local Government Training Needs Survey**
 - ECC is working to develop a training schedule for ECC members for 2023-24, and we need YOUR help! Please share your thoughts and desires for training events in our region by completing a short survey available at <https://www.surveymonkey.com/r/JX8G52J>.

The following is an update on our Administrative Services Technical Assistance efforts:

- **Dover Town Clerk / Assistant Finance Officer Search**
 - ECC is assisting the Town of Dover with its Town Clerk / Assistant Finance Officer search.
 - The effort is ongoing.

Summary:

The following is an update from the Area Agency on Aging.

- **Support of Older Americans Month Events Across the Region** – ECCAAA staff attended and participated in regional providers Older Americans Month celebrations throughout the month of May 2023. Events included:
 - Carteret County Senior Expo,
 - George Street Senior Center,
 - Duplin County Older Americans Month Celebration,
 - Greene County Health Fair,
 - Jones County Senior Fair,
 - Lenoir County Older Americans and Elder Abuse Awareness event,
 - Pamlico Senior Expo, and
 - Wayne County Senior Fun Day at the Park.

At these events, ECCAAA staff provided informational resources to include the Long-Term Care Ombudsmen Program, county older adult services, caregiver information, and much more.

- **Dementia Live Presentation / Dementia Training** – Both ombudsmen helped to facilitate one Dementia Live session at Craven Community College on May 1st, as well as provided dementia training to Coastal Community Action volunteers on May 8th, 12th, and 16th.
- **Ombudsman Certification** – Our new Ombudsman, Lauren Latshaw, was certified and designated effective May 1, 2023.
- **ARPA Contracts for County Providers** – AAA is in the process of sending out American Rescue Plan Act (ARPA) contracts to county providers for the up-coming fiscal year. The allocations for this funding were done on an inquiry basis for each county. All requested funding was approved and totaled \$1,582,326.00 in allocations to providers within the region. AAA is still working with providers to provide some additional funding for Family Caregiver and Health Promotion cost with the remaining ARPA funds.
- **Older American Act Contracts for Providers** – AAA is in the process of getting out all contracts for the regular Older American Act funding for FY 2023-24. The goal is to have all contracts in place and ready by July 1, 2023.
- **Regional Senior Center Assistive Technology Kits Distributed to Senior Centers in May** – AAA staff assembled and distributed assistive technology kits to local senior centers across the region throughout the month of May. These assistive technology kits will be utilized in educating older adults and caregivers on how assistive devices and medical alert systems can work together to keep older adults safe and independent in their home. Items included in the kits are mobility assistive devices, safety systems, alert/alarm systems, dementia activities, and much more. By providing these kits to our senior centers, it gives

their clients the opportunity to explore the many ways assistive technology devices can benefit them and assist with aging in place. Please contact your local senior center to explore devices that may assist older adults in your community and for additional information.

- **Update on AAA Grocery Reimbursement Program** – To help address food insecurity amongst seniors, the Eastern Carolina Council Area Agency on Aging (ECCAAA) has been providing a Grocery Reimbursement Assistance Program to senior adults (60 years of age or older) who reside in Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico, and Wayne counties.

As of April 3, 2023, ECC is not accepting new applications for the program. ECCAAA is reviewing working to get all current receipts processed. Once ECC has reviewed the balance of our funding, the program will re-open if funds are available.

To date, ECCAAA has worked with 1,981 applications. We have reimbursed \$\$782,699.61 through to seniors through May 31, 2023.

- **RAAC Meeting – July 10th** – The Regional Aging Advisory Committee (RAAC) will meet on Monday, July 10th at 10:00 a.m. at the ECC Office.
- **STHL Meeting – July 10th** – The Senior Tar Heel Legislature (STHL) Committee will meet on Monday, July 10th at 11:00 a.m. at the ECC Office.

Summary:

The following is a Transportation update from our RPO staff:

- **SPOT 7.0** – The Strategic Prioritization Process (SPOT) is the methodology that NCDOT uses to develop the State Transportation Improvement Program (STIP). The process involves scoring all roadway, public transportation, bicycle, pedestrian, rail, and aviation projects on a number of criteria. Metropolitan Planning Organizations (MPOs), Rural Planning Organizations (RPOs), and the NCDOT Division offices also contribute to the final project score by assigning local priority points to projects.

The seventh round of prioritization, known as **SPOT 7.0**, began in the fall of 2022 and is now beginning to kick into full gear. Right now, NCDOT's SPOT Office is asking MPOs and RPOs to review their carryover projects (those programmed in SPOT 5.0 and earlier) and determine if there are any projects that should be removed in exchange for an extra submittal slot. RPO staff will soon begin evaluating potential SPOT 7.0 projects, which will include our submittals from SPOT 6.0 as well as newly identified project needs.

The submittal window will open in July and will be open through the end of September 2023. Our goal is to have a final list of projects approved and ready to submit by the September TCC/TAC meetings. Between now and then, our RPO Directors will be communicating with our partners in the region and at NCDOT to make sure we have the best possible submittal list for our regional transportation needs.

- **Greene County Comprehensive Transportation Plan (CTP)** – Work has begun on an update to the Greene County Comprehensive Transportation Plan (CTP), which was last updated in 2012. The Greene County CTP Steering Committee will hold its first meeting at 9:00 a.m. on Thursday, June 8th at the Greene County Office Building (Long Leaf Pine Conference Room) in Snow Hill. The purpose of the meeting is to provide introductory details on the CTP process to committee members, collect initial information on the location, and set a schedule for the remainder of the CTP Development Cycle.
- **ECRPO Meetings** – The next Eastern Carolina Rural Planning Organization (ECRPO) Technical Coordinating Committee / Technical Advisory Committee (TCC/TAC) is scheduled for July 20th at 9:00 a.m. at the LaGrange Community Center. This meeting will include a staff report on potential projects to include in the SPOT 7.0 list of project requests.
- **DERPO Meetings** – The next Down East Rural Planning Organization (DERPO) Technical Advisory Committee (TAC) meeting is scheduled for Tuesday, June 6th via Zoom. The next Down East Rural Planning Organization (DERPO) Technical Coordinating Committee (TCC) meeting is scheduled for July 18th at 10:00 a.m. at the ECC Offices.

**Introduction – Kim Mack, District Director, Office of
Congressman Don Davis**

June 8, 2023

Summary:

Congressman Don Davis was elected to serve NCs' First Congressional District in November. The First District is comprised of 19 counties, including Greene County. Congressman Davis previously served six terms as a State Senator, as well as seven years as Mayor of Snow Hill, and he lives in Greene County.

Kim Mack was announced as Congressman Davis's District Director in December. Ms. Mack plans to attend tonight's meeting to introduce herself and provide a brief federal update.

Attachments:

None

Summary:

The American Flood Coalition (online at <https://floodcoalition.org/>) is a nonpartisan group of political, military, business, and local leaders that have come together to drive adaptation to the reality of higher seas, stronger storms, and more frequent flooding. The coalition seeks to advance solutions that support flood-affected communities and protect our nation's residents, economy, and military installations.

Tony McEwen is the Carolinas Director at the American Flood Coalition, and he will provide a presentation at tonight's meeting. In his role, Tony seeks to advance policy solutions and strengthen AFC's presence at the state and local levels in North and South Carolina.

Tony has nearly two decades of politics and advocacy experience at the local, state, and federal level in North Carolina. He previously served as Legislative and Intergovernmental Affairs Director for the City of Wilmington (NC), leading the city's state and federal advocacy efforts. Following Hurricane Florence, Tony initiated a large bipartisan coalition of leaders across Eastern North Carolina, which then partnered with AFC to advance flood resilience at the state and federal level. Prior to joining the City of Wilmington, he served in senior positions for multiple members of Congress.

Tony is also suggesting ECC join the American Flood Coalition as a member. There is no cost associated with joining the organization. The Lumber River COG, Cape Fear COG, and Mid Carolina COG are members of the American Flood Coalition, as are Duplin County, the City of New Bern, the City of Jacksonville, The Town of Wallace, and the Town of North Topsail Beach. Additionally, Congressman Greg Murphey, State Sen. Michael Lazzara, State Rep. Chris Humphrey, State Rep. Carson Smith, and Kinston Mayor Don Hardy are members.

Attachment:

- Resolution to join the American Flood Coalition



**Resolution Providing for the Eastern Carolina Council of Governments to
Become a Member of the American Flood Coalition**

WHEREAS, proactively investing to prevent flooding is a wiser use of resources than spending on flooding recovery, as exemplified by FEMA research showing that \$1 of spent on disaster prevention saves up to \$7 in recovery costs; and

WHEREAS, national coordination and support are necessary for communities to fully address the challenge of flooding and sea level rise, and the American Flood Coalition provides a platform advocating for national solutions to flooding and sea level rise that invest in and protect our coastal communities; and

WHEREAS, the American Flood Coalition is a no-cost forum for best practices and source of support in developing local and state-level responses to flooding and sea level rise that will enhance resilience effort; and

WHEREAS, flooding and sea level rise are important issues that our residents deserve to understand and the American Flood Coalition provides opportunities and tools to communicate with residents on flooding challenges and solutions; and

WHEREAS, the Neuse River Council of Governments (D/B/A Eastern Carolina Council, or ECC) is a regional council of governments serving local governments in a 9-county region (Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico, and Wayne); and

WHEREAS, joining the American Flood Coalition will aid the Eastern Carolina Council's efforts to protect against flooding without requiring any financial support or dues from ECC; and

WHEREAS, working with the American Flood Coalition will build upon ECC's efforts with the NC Office of Resiliency and Recovery (NCORR) and its Regions Innovating for Strong Economies & Environment (RISE) program and other resiliency efforts; and

WHEREAS, the Eastern Carolina Council finds that joining the American Flood Coalition will promote the welfare of eastern NC's residents and ensure the prosperity of the eastern NC economy by accelerating solutions to sea level rise and flooding; and

NOW, THEREFORE, BE IT RESOLVED BY THE GENERAL MEMBERSHIP BOARD OF THE EASTERN CAROLINA COUNCIL:

The Eastern Carolina Council recognizes the need to advance national solutions to sea level rise and flooding and will work as a member of the American Flood Coalition to safeguard the welfare of the residents of our 9-county region.

Adopted this the 8th day of May, 2023 by the Eastern Carolina Council.

Signed: _____
Jay Bender, President
Eastern Carolina Council

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
EFT	5/11/2023	Pay period ending 5/05/2023	24,746.84
EFT	5/25/2023	Pay period ending 5/19/2023	24,289.22
99843064	5/25/2023	[0685] 1Time - MITCHELL DAVIS (GROCERY REIMBURSEMENT PROGRAM)	177.14
99843065	5/25/2023	[0685] 1Time - DARRYL MURRAY (GROCERY REIMBURSEMENT PROGRAM)	230.37
99843066	5/25/2023	[0685] 1Time - VIOLET HARGETT (GROCERY REIMBURSEMENT PROGRAM)	165.83
99843067	5/25/2023	[0685] 1Time - DARRYL MURRAY (GROCERY REIMBURSEMENT PROGRAM)	269.63
99842862	5/15/2023	[0685] 1Time - LUIS GAMIO (GROCERY REIMBURSEMENT PROGRAM)	234.99
99842863	5/15/2023	[0685] 1Time - JUANITA GARNER (GROCERY REIMBURSEMENT PROGRAM)	223.03
99842864	5/15/2023	[0685] 1Time - CHARLIE GARRETT (GROCERY REIMBURSEMENT PROGRAM)	206.70
99842865	5/15/2023	[0685] 1Time - MICHAEL GENOVA (GROCERY REIMBURSEMENT PROGRAM)	47.04
99842866	5/15/2023	[0685] 1Time - KATRENA GEORGE (GROCERY REIMBURSEMENT PROGRAM)	336.91
99842867	5/15/2023	[0685] 1Time - DONNA GEURIN (GROCERY REIMBURSEMENT PROGRAM)	385.19
99842868	5/15/2023	[0685] 1Time - PEGGY GIASSON (GROCERY REIMBURSEMENT PROGRAM)	181.82
99842869	5/15/2023	[0685] 1Time - ANN GIBBS (GROCERY REIMBURSEMENT PROGRAM)	58.08
99842870	5/15/2023	[0685] 1Time - CHERREL GIBBS (GROCERY REIMBURSEMENT PROGRAM)	187.58
99842871	5/15/2023	[0685] 1Time - BETTY GILLIKIN (GROCERY REIMBURSEMENT PROGRAM)	262.35
99842872	5/15/2023	[0685] 1Time - THERESE GILMORE (GROCERY REIMBURSEMENT PROGRAM)	301.80
99842873	5/15/2023	[0685] 1Time - BRENDA GILSTRAP-STOKES (GROCERY REIMBURSEMENT PROGRAM)	358.19
99842874	5/15/2023	[0685] 1Time - CAROL GLATTHAAR (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842875	5/15/2023	[0685] 1Time - PETER GODWIN (GROCERY REIMBURSEMENT PROGRAM)	287.45
99842876	5/15/2023	[0685] 1Time - ROBERT GOODING (GROCERY REIMBURSEMENT PROGRAM)	56.28
99842877	5/15/2023	[0685] 1Time - VINCENT GORMAN (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842878	5/15/2023	[0685] 1Time - RENAE GOURLAY (GROCERY REIMBURSEMENT PROGRAM)	105.29
99842879	5/15/2023	[0685] 1Time - STEPHEN GRADY (GROCERY REIMBURSEMENT PROGRAM)	311.51
99842880	5/15/2023	[0685] 1Time - JACQUELINE GRAHAM (GROCERY REIMBURSEMENT PROGRAM)	280.04
99842881	5/15/2023	[0685] 1Time - MABLE GRAHAM (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842882	5/15/2023	[0685] 1Time - BEULAH GRANT (GROCERY REIMBURSEMENT PROGRAM)	127.10
99842883	5/15/2023	[0685] 1Time - ROLAND GRANT (GROCERY REIMBURSEMENT PROGRAM)	261.77
99842884	5/15/2023	[0685] 1Time - CHRISTINE GRANTHAM (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842885	5/15/2023	[0685] 1Time - KATHLEEN GRATE (GROCERY REIMBURSEMENT PROGRAM)	283.25
99842886	5/15/2023	[0685] 1Time - ELLEN GRAY (GROCERY REIMBURSEMENT PROGRAM)	181.00
99842887	5/15/2023	[0685] 1Time - RUBY GREGORY (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842888	5/15/2023	[0685] 1Time - BETTYE GREEN (GROCERY REIMBURSEMENT PROGRAM)	186.20
99842889	5/15/2023	[0685] 1Time - OLINDA GREEN (GROCERY REIMBURSEMENT PROGRAM)	8.79
99842890	5/15/2023	[0685] 1Time - PATRICIA GRIFFIN (GROCERY REIMBURSEMENT PROGRAM)	75.88
99842891	5/15/2023	[0685] 1Time - JUDITH GROVE (GROCERY REIMBURSEMENT PROGRAM)	175.78
99842892	5/15/2023	[0685] 1Time - SHIRLEY GUION (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842893	5/15/2023	[0685] 1Time - NANCY HACK (GROCERY REIMBURSEMENT PROGRAM)	324.62
99842894	5/15/2023	[0685] 1Time - SUSAN HAIR (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842895	5/15/2023	[0685] 1Time - JOHNNIE HALES (GROCERY REIMBURSEMENT PROGRAM)	56.41
99842896	5/15/2023	[0685] 1Time - JOANN HALL (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842897	5/15/2023	[0685] 1Time - MARY HALL (GROCERY REIMBURSEMENT PROGRAM)	370.68
99842898	5/15/2023	[0685] 1Time - SUE HALL (GROCERY REIMBURSEMENT PROGRAM)	18.00
99842899	5/15/2023	[0685] 1Time - EVELYN HALPER (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842900	5/15/2023	[0685] 1Time - WILMA HAMILTON (GROCERY REIMBURSEMENT PROGRAM)	67.73
99842901	5/15/2023	[0685] 1Time - RICKEY HAMMOND (GROCERY REIMBURSEMENT PROGRAM)	179.76

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
99842902	5/15/2023	[0685] 1Time - BRIDGITTE HANSBOROUGH (GROCERY REIMBURSEMENT PROGRAM)	264.69
99842903	5/15/2023	[0685] 1Time - GALE HARGETT (GROCERY REIMBURSEMENT PROGRAM)	273.05
99842904	5/15/2023	[0685] 1Time - PHILLIP HARGETT (GROCERY REIMBURSEMENT PROGRAM)	394.31
99842905	5/15/2023	[0685] 1Time - WILHEMINA HARGROVE (GROCERY REIMBURSEMENT PROGRAM)	248.70
99842906	5/15/2023	[0685] 1Time - MARGARET HARMON (GROCERY REIMBURSEMENT PROGRAM)	214.42
99842907	5/15/2023	[0685] 1Time - BARBARA HARRIS (GROCERY REIMBURSEMENT PROGRAM)	396.58
99842908	5/15/2023	[0685] 1Time - EDWINA HARRIS (GROCERY REIMBURSEMENT PROGRAM)	192.51
99842909	5/15/2023	[0685] 1Time - LYDIA HARRIS (GROCERY REIMBURSEMENT PROGRAM)	286.36
99842910	5/15/2023	[0685] 1Time - DONNA HARRISON (GROCERY REIMBURSEMENT PROGRAM)	282.72
99842911	5/15/2023	[0685] 1Time - GLENN HART (GROCERY REIMBURSEMENT PROGRAM)	162.34
99842912	5/15/2023	[0685] 1Time - RICHARD HART (GROCERY REIMBURSEMENT PROGRAM)	244.07
99842913	5/15/2023	[0685] 1Time - WILLIAM HASKINS (GROCERY REIMBURSEMENT PROGRAM)	40.06
99842914	5/15/2023	[0685] 1Time - DORIS HATCHER (GROCERY REIMBURSEMENT PROGRAM)	148.60
99842915	5/15/2023	[0685] 1Time - DORIS HAYES (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842916	5/15/2023	[0685] 1Time - LARRY HEAD (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842917	5/15/2023	[0685] 1Time - SUSAN HENRY (GROCERY REIMBURSEMENT PROGRAM)	333.08
99842918	5/15/2023	[0685] 1Time - SUE HEROLD (GROCERY REIMBURSEMENT PROGRAM)	101.14
99842919	5/15/2023	[0685] 1Time - LINDA HERRING (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842920	5/15/2023	[0685] 1Time - BAIN HICKMAN (GROCERY REIMBURSEMENT PROGRAM)	100.46
99842921	5/15/2023	[0685] 1Time - PEGGY HIGGINS (GROCERY REIMBURSEMENT PROGRAM)	326.49
99842922	5/15/2023	[0685] 1Time - DONNA HILBERT (GROCERY REIMBURSEMENT PROGRAM)	365.22
99842923	5/15/2023	[0685] 1Time - SHIRLEY HILL (GROCERY REIMBURSEMENT PROGRAM)	88.40
99842924	5/15/2023	[0685] 1Time - VANESSA HILL (GROCERY REIMBURSEMENT PROGRAM)	206.78
99842925	5/15/2023	[0685] 1Time - HAROLD HINGLEY (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842926	5/15/2023	[0685] 1Time - MARY HOLMES (GROCERY REIMBURSEMENT PROGRAM)	20.49
99842927	5/15/2023	[0685] 1Time - CATHLEEN HORVATH (GROCERY REIMBURSEMENT PROGRAM)	282.91
99842928	5/15/2023	[0685] 1Time - RILEY HUGHES (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842929	5/15/2023	[0685] 1Time - AUDREY HUMPHREY (GROCERY REIMBURSEMENT PROGRAM)	314.93
99842930	5/15/2023	[0685] 1Time - KAREN HUNTER (GROCERY REIMBURSEMENT PROGRAM)	114.64
99842931	5/15/2023	[0685] 1Time - BENJAMIN IPOCK (GROCERY REIMBURSEMENT PROGRAM)	369.80
99842932	5/15/2023	[0685] 1Time - DEBRA IPOCK (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842933	5/15/2023	[0685] 1Time - HARRY IPOCK (GROCERY REIMBURSEMENT PROGRAM)	307.10
99842934	5/15/2023	[0685] 1Time - JOHN IPOCK (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842935	5/15/2023	[0685] 1Time - LORIE IPOCK (GROCERY REIMBURSEMENT PROGRAM)	427.79
99842936	5/15/2023	[0685] 1Time - BEVERLY JACKSON (GROCERY REIMBURSEMENT PROGRAM)	253.71
99842937	5/15/2023	[0685] 1Time - FELICIA JAMES (GROCERY REIMBURSEMENT PROGRAM)	367.52
99842938	5/15/2023	[0685] 1Time - CARL JARMAN (GROCERY REIMBURSEMENT PROGRAM)	212.43
99842939	5/15/2023	[0685] 1Time - ETHARAY JEFFERSON (GROCERY REIMBURSEMENT PROGRAM)	200.51
99842940	5/15/2023	[0685] 1Time - ELEANOR JEFFRESS (GROCERY REIMBURSEMENT PROGRAM)	65.08
99842941	5/15/2023	[0685] 1Time - FLEMING JEFFRESS (GROCERY REIMBURSEMENT PROGRAM)	64.42
99842942	5/15/2023	[0685] 1Time - JEAN JENKINS (GROCERY REIMBURSEMENT PROGRAM)	488.50
99842943	5/15/2023	[0685] 1Time - HELEN JENNINGS (GROCERY REIMBURSEMENT PROGRAM)	264.91
99842944	5/15/2023	[0685] 1Time - JANE JERNEE (GROCERY REIMBURSEMENT PROGRAM)	252.93
99842945	5/15/2023	[0685] 1Time - BARBARA JEWETT (GROCERY REIMBURSEMENT PROGRAM)	217.09
99842946	5/15/2023	[0685] 1Time - CYNTHIA JOHNSON (GROCERY REIMBURSEMENT PROGRAM)	174.83

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
99842947	5/15/2023	[0685] 1Time - JOE ANN JOHNSON (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842948	5/15/2023	[0685] 1Time - VALERIE JOHNSON (GROCERY REIMBURSEMENT PROGRAM)	62.93
99842949	5/15/2023	[0685] 1Time - SUZANNE JOLLY (GROCERY REIMBURSEMENT PROGRAM)	197.53
99842950	5/15/2023	[0685] 1Time - CONNIE JONES (GROCERY REIMBURSEMENT PROGRAM)	200.16
99842951	5/15/2023	[0685] 1Time - DOROTHY JONES (GROCERY REIMBURSEMENT PROGRAM)	155.92
99842952	5/15/2023	[0685] 1Time - ETHELENE JONES (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842953	5/15/2023	[0685] 1Time - GREGORY JONES (GROCERY REIMBURSEMENT PROGRAM)	201.56
99842954	5/15/2023	[0685] 1Time - JACQUELINE JONES (GROCERY REIMBURSEMENT PROGRAM)	356.87
99842955	5/15/2023	[0685] 1Time - JULIA JONES (GROCERY REIMBURSEMENT PROGRAM)	72.18
99842956	5/15/2023	[0685] 1Time - LARRY JONES (GROCERY REIMBURSEMENT PROGRAM)	154.69
99842957	5/15/2023	[0685] 1Time - MARILYN JONES (GROCERY REIMBURSEMENT PROGRAM)	150.23
99842958	5/15/2023	[0685] 1Time - WILLIE JONES (GROCERY REIMBURSEMENT PROGRAM)	51.63
99842959	5/15/2023	[0685] 1Time - WILLIE JONES (GROCERY REIMBURSEMENT PROGRAM)	410.56
99842960	5/15/2023	[0685] 1Time - IRIS JONES-NELSON (GROCERY REIMBURSEMENT PROGRAM)	239.19
99842961	5/15/2023	[0685] 1Time - CAROLYN JUBB (GROCERY REIMBURSEMENT PROGRAM)	62.19
99842962	5/15/2023	[0685] 1Time - SHEILA JUDON (GROCERY REIMBURSEMENT PROGRAM)	149.52
99842963	5/15/2023	[0685] 1Time - WILLIAM JUSTICE (GROCERY REIMBURSEMENT PROGRAM)	446.55
99842964	5/15/2023	[0685] 1Time - EVELYN KEEL (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842965	5/15/2023	[0685] 1Time - LILLIE KELLY (GROCERY REIMBURSEMENT PROGRAM)	420.26
99842966	5/15/2023	[0685] 1Time - BRENDA KENT (GROCERY REIMBURSEMENT PROGRAM)	416.53
99842967	5/15/2023	[0685] 1Time - JO ANNE KILLEEN (GROCERY REIMBURSEMENT PROGRAM)	127.27
99842968	5/15/2023	[0685] 1Time - BRENDA KOBAL (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842969	5/15/2023	[0685] 1Time - RAMONA KOONCE (GROCERY REIMBURSEMENT PROGRAM)	371.84
99842970	5/15/2023	[0685] 1Time - PEGGY KORNEGAY (GROCERY REIMBURSEMENT PROGRAM)	3.30
99842971	5/15/2023	[0685] 1Time - MADELYN LAMBERT (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842972	5/15/2023	[0685] 1Time - LINDA LANG (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842973	5/15/2023	[0685] 1Time - JUDY LAUGHINGHOUSE (GROCERY REIMBURSEMENT PROGRAM)	251.06
99842974	5/15/2023	[0685] 1Time - HAYWOOD LAWHORNE (GROCERY REIMBURSEMENT PROGRAM)	246.18
99842975	5/15/2023	[0685] 1Time - TERRI LAWRENCE (GROCERY REIMBURSEMENT PROGRAM)	38.97
99842976	5/15/2023	[0685] 1Time - LENA LEACH (GROCERY REIMBURSEMENT PROGRAM)	267.26
99842977	5/15/2023	[0685] 1Time - JOYCE LEE (GROCERY REIMBURSEMENT PROGRAM)	351.12
99842978	5/15/2023	[0685] 1Time - JULIUS LEE (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842979	5/15/2023	[0685] 1Time - LARRY LEWIS (GROCERY REIMBURSEMENT PROGRAM)	169.95
99842980	5/15/2023	[0685] 1Time - MARGARET LEWIS (GROCERY REIMBURSEMENT PROGRAM)	243.46
99842981	5/15/2023	[0685] 1Time - PRISCILLA LEWIS (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842982	5/15/2023	[0685] 1Time - KAREN LINDNER (GROCERY REIMBURSEMENT PROGRAM)	117.61
99842983	5/15/2023	[0685] 1Time - GEORGIA LINNA (GROCERY REIMBURSEMENT PROGRAM)	233.63
99842984	5/15/2023	[0685] 1Time - RALFE LICHTY (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842985	5/15/2023	[0685] 1Time - MAUREEN LONE (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842986	5/15/2023	[0685] 1Time - VICKY LOVETT (GROCERY REIMBURSEMENT PROGRAM)	391.21
99842987	5/16/2023	[0685] 1Time - COLLEEN MADDIE (GROCERY REIMBURSEMENT PROGRAM)	273.96
99842988	5/16/2023	[0685] 1Time - WILLIAM MANGUM (GROCERY REIMBURSEMENT PROGRAM)	433.73
99842989	5/16/2023	[0685] 1Time - MELVIN MANN (GROCERY REIMBURSEMENT PROGRAM)	179.90
99842990	5/16/2023	[0685] 1Time - LIBBY MARTIN (GROCERY REIMBURSEMENT PROGRAM)	324.22

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
99842991	5/16/2023	[0685] 1Time - PAMELA MARTIN (GROCERY REIMBURSEMENT PROGRAM)	225.91
99842992	5/16/2023	[0685] 1Time - JUDITH MATTHEWS (GROCERY REIMBURSEMENT PROGRAM)	321.39
99842993	5/16/2023	[0685] 1Time - PATRICIA MATTHEWS (GROCERY REIMBURSEMENT PROGRAM)	334.14
99842994	5/16/2023	[0685] 1Time - MARY MATTOCKS (GROCERY REIMBURSEMENT PROGRAM)	215.81
99842995	5/16/2023	[0685] 1Time - DOLORES MATTOX (GROCERY REIMBURSEMENT PROGRAM)	102.75
99842996	5/16/2023	[0685] 1Time - IRIS MCCALOP (GROCERY REIMBURSEMENT PROGRAM)	130.90
99842997	5/16/2023	[0685] 1Time - CAROL MCHALE (GROCERY REIMBURSEMENT PROGRAM)	137.85
99842998	5/16/2023	[0685] 1Time - LAURA MCMANUS (GROCERY REIMBURSEMENT PROGRAM)	500.00
99842999	5/16/2023	[0685] 1Time - LINDA MCMICHAEL (GROCERY REIMBURSEMENT PROGRAM)	443.04
99843000	5/16/2023	[0685] 1Time - DIANE MEDLIN (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843001	5/16/2023	[0685] 1Time - BRUCE MILLER (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843002	5/16/2023	[0685] 1Time - DAISY MILLER (GROCERY REIMBURSEMENT PROGRAM)	70.11
99843003	5/16/2023	[0685] 1Time - SANTANNA MITCHELL (GROCERY REIMBURSEMENT PROGRAM)	341.78
99843004	5/16/2023	[0685] 1Time - BARBARA MONAHAN (GROCERY REIMBURSEMENT PROGRAM)	167.17
99843005	5/16/2023	[0685] 1Time - DEBRA MOODY (GROCERY REIMBURSEMENT PROGRAM)	309.27
99843006	5/16/2023	[0685] 1Time - KAREN MOORE (GROCERY REIMBURSEMENT PROGRAM)	170.35
99843007	5/16/2023	[0685] 1Time - MICHAEL MORAN (GROCERY REIMBURSEMENT PROGRAM)	104.49
99843008	5/16/2023	[0685] 1Time - VILMA MORRIS (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843009	5/16/2023	[0685] 1Time - TERESA MORTON (GROCERY REIMBURSEMENT PROGRAM)	328.67
99843010	5/16/2023	[0685] 1Time - LORETTA MOTT (GROCERY REIMBURSEMENT PROGRAM)	140.74
99843011	5/16/2023	[0685] 1Time - ROSE MURPHY (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843012	5/16/2023	[0685] 1Time - LENA MURRELL (GROCERY REIMBURSEMENT PROGRAM)	196.17
99843013	5/16/2023	[0685] 1Time - BRENDA NEAL (GROCERY REIMBURSEMENT PROGRAM)	230.62
99843014	5/16/2023	[0685] 1Time - JENNIFER NEBE (GROCERY REIMBURSEMENT PROGRAM)	466.27
99843015	5/16/2023	[0685] 1Time - DORIS NELSON (GROCERY REIMBURSEMENT PROGRAM)	345.56
99843016	5/16/2023	[0685] 1Time - KIM NGUYEN (GROCERY REIMBURSEMENT PROGRAM)	128.03
99843017	5/16/2023	[0685] 1Time - DEBORAH NIPPER (GROCERY REIMBURSEMENT PROGRAM)	25.00
99843018	5/16/2023	[0685] 1Time - DOROTHY NOBLES (GROCERY REIMBURSEMENT PROGRAM)	216.68
99843019	5/16/2023	[0685] 1Time - NEL NOLLE (GROCERY REIMBURSEMENT PROGRAM)	129.44
99843020	5/16/2023	[0685] 1Time - JANET O'GRADY (GROCERY REIMBURSEMENT PROGRAM)	123.00
99843021	5/16/2023	[0685] 1Time - TERRY JO PARKIN (GROCERY REIMBURSEMENT PROGRAM)	66.19
99843022	5/16/2023	[0685] 1Time - JACQUELINE PHILLIPS (GROCERY REIMBURSEMENT PROGRAM)	42.65
99843023	5/16/2023	[0685] 1Time - DEBORAH PINER (GROCERY REIMBURSEMENT PROGRAM)	167.65
99843024	5/16/2023	[0685] 1Time - LINDA POWELL (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843025	5/16/2023	[0685] 1Time - NELLIE ROBINSON (GROCERY REIMBURSEMENT PROGRAM)	376.04
99843026	5/16/2023	[0685] 1Time - EMMA SCONYERS (GROCERY REIMBURSEMENT PROGRAM)	250.99
99843027	5/16/2023	[0685] 1Time - DIXIE SISK (GROCERY REIMBURSEMENT PROGRAM)	328.57
99843028	5/16/2023	[0685] 1Time - ANGELA SMITH (GROCERY REIMBURSEMENT PROGRAM)	188.10
99843029	5/16/2023	[0685] 1Time - GARY SPARROW (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843030	5/16/2023	[0685] 1Time - BILLY SUTTON (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843031	5/16/2023	[0685] 1Time - CHRISTINE SWANSON (GROCERY REIMBURSEMENT PROGRAM)	199.78
99843032	5/16/2023	[0685] 1Time - EDWIN TODD (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843033	5/16/2023	[0685] 1Time - JIMMY TOOTLE (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843034	5/16/2023	[0685] 1Time - LILLIE TOOTLE (GROCERY REIMBURSEMENT PROGRAM)	53.34
99843035	5/16/2023	[0685] 1Time - JANET WARD (GROCERY REIMBURSEMENT PROGRAM)	260.39

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
99843036	5/16/2023	[0685] 1Time - GEORGE WATSON (GROCERY REIMBURSEMENT PROGRAM)	500.00
99843037	5/16/2023	[0685] 1Time - OPHELIA WHITE (GROCERY REIMBURSEMENT PROGRAM)	144.00
99843038	5/16/2023	[0685] 1Time - DONNA WILLIAMS (GROCERY REIMBURSEMENT PROGRAM)	24.97
99843039	5/16/2023	[0685] 1Time - VIRGINIA ZORRARO (GROCERY REIMBURSEMENT PROGRAM)	232.52
99842782	5/03/2023	[1018] 4IMPRINT, INC. (Reusable Food Storage Bags)	1,729.14
EFT	5/03/2023	[0228] AFLAC	468.38
99843054	5/24/2023	[2174] MICAHAH VAUGHAN ANDERSON (Mileage 05/13/2023 - 05/19/2023)	108.74
99843040	5/17/2023	[2174] MICAHAH VAUGHAN ANDERSON (Mileage 05/06/2023 - 05/12/2023)	70.02
99843041	5/17/2023	[2213] KIMBERLY SUE BAKER (Mileage 05/06/2023 - 05/12/2023)	48.47
99843042	5/17/2023	[2259] DAVID BRITTAIN BONE (Mileage 05/06/2023 - 05/12/2023)	142.14
99842850	5/11/2023	[2259] DAVID BRITTAIN BONE (Mileage 4/29/2023 - 5/5/2023)	81.22
99843055	5/24/2023	[2259] DAVID BRITTAIN BONE (Mileage 05/13/2023 - 05/19/2023)	358.66
99842789	5/04/2023	[2259] DAVID BRITTAIN BONE (Mileage 04/22/2023 - 04/28/2023)	170.37
99843080	5/31/2023	[2259] DAVID BRITTAIN BONE (Mileage 05/20/2023 - 05/26/2023)	66.81
99843081	5/31/2023	[0873] JANUARY BROWN (Invoices ,)	269.95
99843056	5/24/2023	[0873] JANUARY BROWN (Mileage 05/06/2023 - 05/12/2023)	116.02
99842783	5/03/2023	[0873] JANUARY BROWN (Invoices ,)	365.83
99842851	5/11/2023	[0873] JANUARY BROWN (Mileage 4/29/2023 - 5/5/2023)	227.96
EFT	5/01/2023	[0515] CARTERET COUNTY (Service Month March 2023 - Reimbursed in April 2023)	50,108.42
99843068	5/25/2023	[0515] CARTERET COUNTY (2023 Operation Fan Relief)	724.00
EFT	5/01/2023	[0689] CITY OF HAVELOCK (Service MOnth March 2023 - Reimbursed April 2023)	491.00
99843057	5/24/2023	[0635] CITY OF NEW BERN (Utilities)	628.05
99843052	5/22/2023	[2217] Colliers Engineering & Design CT, P.C. (Invoices 0000827715, 0000827718)	162.50
99843053	5/22/2023	[2217] Colliers Engineering & Design CT, P.C. (Invoices 0000845238, 0000845239)	13,143.57
99843043	5/17/2023	[2217] Colliers Engineering & Design CT, P.C. (Invoices 0000845238, 0000845239)	13,143.57
99843069	5/25/2023	[0509] CRAVEN COUNTY (2023 Operation Fan Relief)	514.50
EFT	5/01/2023	[0670] CRAVEN COUNTY FINANCE DEPT (Service Month March 2023 - Reimbursed in April 2023)	44,518.56
99842664	5/01/2023	[0739] DHHS- Controllers Office (Service Month March 2023 - Reimbursed in April 2023)	348.50
99842790	5/04/2023	[2271] Marion Dudley (FCSP Caregiver Respite Voucher #2 (fy22-23) - Craven County (4/8, 4/19, 4/20, 4/21, 4/22))	200.00
EFT	5/01/2023	[0668] DUPLIN COUNTY GOVERNMENT (Service MOnth March 2023 - Reimbursed April 2023)	38,783.57
99843070	5/25/2023	[0668] DUPLIN COUNTY GOVERNMENT (2023 Operation Fan Relief)	466.00
99842791	5/04/2023	[2169] BECCA JOAN EVERSOLE (Mileage 04/22/2023 - 04/28/2023)	180.78
99842824	5/05/2023	[2169] BECCA JOAN EVERSOLE (Mileage 04/15/2023 - 04/21/2023)	40.61
99842852	5/11/2023	[2314] Fidia Advisors, LLC (Caregiver Workbooks to be used by ECCAAA & distributed to FCSP providers in Region P. Ref# CW-2023-04-20-001-400-B.)	4,995.00
EFT	5/23/2023	[0040] FIRST CITIZENS BANK	9,041.71
EFT	5/01/2023	[0040] FIRST CITIZENS BANK (Credit Card Statement)	15,162.57
99843044	5/17/2023	[2278] John Carlton Gideon, III (Mileage 05/06/2023 - 05/12/2023)	66.48
99842853	5/11/2023	[2278] John Carlton Gideon, III (Mileage 04/22/2023 - 04/28/2023)	67.07
99843082	5/31/2023	[2278] John Carlton Gideon, III (Mileage 05/13/2023 - 05/19/2023)	66.48
99843071	5/25/2023	[0724] GREENE COUNTY (2023 Operation Fan Relief)	280.00
EFT	5/01/2023	[0724] GREENE COUNTY (Service Month March 2023 - Reimbursed in April 2023)	23,897.42
99843072	5/25/2023	[0554] HAVELOCK SENIOR CENTER (2023 Operation Fan Relief)	171.50
99843058	5/24/2023	[0588] INFORMATION TECHNOLOGY SERVICE (800# for aging)	28.01
EFT	5/01/2023	[0288] JONES COUNTY (Service Month March 2023 - Reimbursed in April 2023)	14,490.36

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

EFT or Check #	Date	Vendor / Description	Payment Amount
99843073	5/25/2023	[0288] JONES COUNTY (2023 Operation Fan Relief)	262.00
99842854	5/11/2023	[2302] Marvella Jones (FCSP Caregiver Respite Voucher - Pamlico County (3/19, 3/25, 4/2, 4/3, 4/7, 4/11, 4/16, 4/21, 4/22))	400.00
99843059	5/24/2023	[2310] KOS Financial Services (Copier Lease)	558.52
99842784	5/03/2023	[2310] KOS Financial Services (Copier Lease)	558.52
99843060	5/24/2023	[2300] Lauren Ann Latshaw (Mileage 05/13/2023 - 05/19/2023)	195.13
99842855	5/11/2023	[2300] Lauren Ann Latshaw (Mileage 4/29/2023 - 5/5/2023)	141.23
99843083	5/31/2023	[2300] Lauren Ann Latshaw (Mileage 05/20/2023 - 05/26/2023)	81.10
99843045	5/17/2023	[2300] Lauren Ann Latshaw (Mileage 05/06/2023 - 05/12/2023)	61.18
99842856	5/11/2023	[2303] Crystal Lee (FCSP Caregiver Respite Voucher - Craven County (4/17, 4/18, 4/24))	400.00
99842665	5/01/2023	[0548] LEGAL AID OF N.C. INC (Service Month March 2023 - Reimbursed in April 2023)	1,908.00
EFT	5/01/2023	[0310] LENOIR COUNCIL ON AGING (Service Month March 2023 - Reimbursed in April 2023)	1,352.00
99843074	5/25/2023	[0310] LENOIR COUNCIL ON AGING (2023 Operation Fan Relief)	486.00
EFT	5/01/2023	[0698] LENOIR COUNTY (Service Month March 2023 - Reimbursed in April 2023)	34,501.14
99842785	5/03/2023	[1091] LIA'S CLEANING SERVICES, LLC (Janitorial Services)	585.00
EFT	5/31/2023	[0316] LOCAL GOVERNMENT EMPLOYEES'	11,736.84
99842786	5/03/2023	[0366] MOUNTAINEER COMPUTER SYSTEMS (Maintenance Agreement FY July 1 - June 30, 2024)	2,472.00
99843061	5/24/2023	[0018] MUNICIPAL INSURANCE (Invoices 2023-02, 2023-09, 2023-10)	9,108.00
99842857	5/11/2023	[2301] National Business Furniture LLC (Magellan Three Unit Reception Desk - Quote# QA498449)	5,292.85
99842858	5/11/2023	[0091] NC ASSOC.OF REGIONAL COUNCIL (NCARCOG Annual Membership Fee for fiscal year 2022-2023)	6,893.74
99842666	5/01/2023	[0485] ONSLOW COUNTY FINANCE DEPT (Service Month March 2023 - Reimbursed in April 2023)	72,915.27
99843075	5/25/2023	[0485] ONSLOW COUNTY FINANCE DEPT (2023 Operation Fan Relief)	800.00
99842787	5/03/2023	[2264] Optimum Business (Phone Provider)	784.17
99843046	5/17/2023	[2264] Optimum Business (Phone Provider)	794.17
EFT	5/01/2023	[0669] PAMLICO COUNTY (Service Month March 2023 - Reimbursed in April 2023)	16,223.02
99843076	5/25/2023	[0669] PAMLICO COUNTY (2023 Operation Fan Relief)	280.00
99843062	5/24/2023	[0636] PIEDMONT NATURAL GAS (Gas)	23.54
99843047	5/17/2023	[0619] ANGELIA H PRIDGEN (Mileage 05/06/2023 - 05/12/2023)	194.93
99842788	5/03/2023	[0619] ANGELIA H PRIDGEN (Mileage 04/22/2023 - 04/28/2023)	116.60
99842859	5/11/2023	[0619] ANGELIA H PRIDGEN (Mileage 4/29/2023 - 5/5/2023)	127.09
99843084	5/31/2023	[0619] ANGELIA H PRIDGEN (Invoices ,)	254.53
99843048	5/17/2023	[2242] Project Lifesaver Inc. (New Bern Fire Dept-2 additional PLSI-5000 Receivers for 2 fire trucks - Q230005662)	3,207.44
99842860	5/11/2023	[0982] THEE CATERING COMPANY (Meal - Execuitve Committee 5.11.23)	377.74
99843049	5/17/2023	[0445] US POSTAL SERVICE (Rental PO Box)	464.00
EFT	5/04/2023	[1051] USABLE LIFE	659.38
EFT	5/03/2023	[1051] USABLE LIFE	712.58
99843050	5/17/2023	[0637] VERIZON WIRELESS (Telephone - Cell Phones)	533.30
99843077	5/25/2023	[0570] WAGES (2023 Operation Fan Relief)	657.00
99843051	5/17/2023	[0307] WARD AND SMITH P.A (For Professional Services through April 30, 2023)	325.00
EFT	5/01/2023	[0671] WAYNE COUNTY FINANCE DEPT (Service Month March 2023 - Reimbursed in April 2023)	91,108.74
99843078	5/25/2023	[0671] WAYNE COUNTY FINANCE DEPT (2023 Operation Fan Relief)	657.00
99842861	5/11/2023	[2311] Vantisha Williams (FCSP Caregiver Respite Voucher - Pamlico County (4/10, 4/16, 4/23, 4/20, 4/22, 4/21, 4/30))	360.00
99843063	5/24/2023	[2311] Vantisha Williams (FCSP Caregiver Respite Voucher - Pamlico County)	40.00
EFT	5/31/2023	[2006] zEFTPS - Payroll taxes	16,795.18

Payment Register from 5/01/2023 to 5/31/2023**01 General - FCB**

<u>EFT or Check #</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Payment Amount</u>
EFT	5/31/2023	[2007] zNC Dept of Revenue	2,797.00
EFT	5/31/2023	[2009] zPrudential	4,169.96
<u>Total Payments:</u>			<u>627,418.15</u>

Eastern Carolina Council of Governments
Void Check Register with Accounting Distribution from 5/01/2023 to 5/31/2023
01 General - FCB

Check	Void Date	Vendor / Description	Account/Description	Dist. Amt	Void Amount
99842663	5/22/2023	[2217] Colliers Engineering & Design CT, P.C. - Invoices 0000827715, 0000827718	001 402 5501.00 Special Project 001 402 5510.00 Program Services	150.00 12.50	162.50
99843043	5/22/2023	[2217] Colliers Engineering & Design CT, P.C. - Invoices 0000845238, 0000845239	001 402 5501.00 Special Project 001 406 5501.00 Planning T/A Special Project	2930.00 10213.57	13,143.57
Total Voided:				13,306.07	13,306.07

Financial Statement of Activity

Eastern Carolina Council of Governments

For 4/30/2023

001	M-T-D Actual	Y-T-D Actual	Annual Budget	Budget Remaining	Percent Used
Revenues					
4703. Other Revenue	937.79	8,513.52	925,000.00	(916,486.48)	0.92
4712. Appropriated Fund Balance	0.00	0.00	112,332.00	(112,332.00)	0.00
4713. Local Revenue - Dues	0.00	175,215.27	161,420.00	13,795.27	108.55
4716. Local Projects	0.00	29,877.77	59,094.00	(29,216.23)	50.56
4717. ECC Match	0.00	(141,490.00)	(141,490.00)	0.00	(100.00)
Total Revenues	937.79	72,116.56	1,116,356.00	(1,044,239.44)	6.46
Expenses					
5455. Board Travel	0.00	0.00	500.00	500.00	0.00
5457. Board Meeting	254.85	4,037.99	5,000.00	962.01	80.76
5465. President Allowance	150.00	1,500.00	1,800.00	300.00	83.33
5501. Special Project	0.00	31,142.50	0.00	(31,142.50)	0.00
5502. Training	0.00	722.29	4,857.00	4,134.71	14.87
5510. Program Services	0.00	9,774.67	42,429.00	32,654.33	23.04
5700. Mileage Expense	23.25	4,804.58	19,589.00	14,784.42	24.53
5701. Hotel, Meals, Incidentals	0.00	1,220.18	7,000.00	5,779.82	17.43
5720. Salary	25,311.14	192,163.96	624,895.00	432,731.04	30.75
5721. 401K	759.30	8,403.45	89,805.00	81,401.55	9.36
5722. FICA	1,928.66	14,609.82	37,353.00	22,743.18	39.11
5724. Health Insurance	2,849.98	19,493.43	34,000.00	14,506.57	57.33
5725. Dental Insurance	126.02	745.54	19,650.00	18,904.46	3.79
5726. Retirement	3,067.67	20,664.04	35,962.00	15,297.96	57.46
5736. Unemployment Benefits	38.09	276.77	19,150.00	18,873.23	1.45
5749. Legal Fees	618.75	23,086.00	15,609.00	(7,477.00)	147.90
5750. Consultant	0.00	(23,656.77)	81,000.00	104,656.77	(29.21)
5751. Audit	0.00	1,410.94	25,549.00	24,138.06	5.52
5752. Rent	4,511.50	49,506.50	53,898.00	4,391.50	91.85
5754. Equipment Lease	524.21	4,166.41	6,000.00	1,833.59	69.44
5757. Insurance & Bonding	0.00	9,970.49	11,000.00	1,029.51	90.64
5758. Postage	0.00	217.10	1,400.00	1,182.90	15.51
5759. Printing/Publication	0.00	521.11	906.00	384.89	57.52
5760. Telephone, Cell Service	106.82	2,290.28	4,122.00	1,831.72	55.56
5761. Utilities	548.57	7,983.32	15,000.00	7,016.68	53.22
5768. Broadband	249.99	1,568.13	1,636.00	67.87	95.85
5769. Computer Related Purchase	0.00	2,377.42	1,925.00	(452.42)	123.50
5770. Office Supplies	468.32	5,028.32	18,713.52	13,685.20	26.87
5771. IT System Administration	0.00	8,520.62	7,547.00	(973.62)	112.90
5772. Dues & Subscriptions	1,932.80	11,661.33	9,731.00	(1,930.33)	119.84
5773. Janitorial	585.00	4,890.00	4,896.00	6.00	99.88
5774. Advertising	0.00	1,567.40	1,870.00	302.60	83.82
5775. Maintenance & Repairs	75.00	1,411.30	2,565.00	1,153.70	55.02
5776. Administration Website	0.00	199.95	628.00	428.05	31.84
5778. Copier Costs/Paper	0.00	296.98	2,600.00	2,303.02	11.42
5779. Bank Charges	0.00	1,329.92	1,000.00	(329.92)	132.99
5780. Payroll Exp	0.00	19.70	20.00	0.30	98.50
5781. Employment Screening	0.00	542.75	800.00	257.25	67.84
5899. Indirect Cost	(32,785.86)	(325,163.81)	(94,049.52)	231,114.29	(345.74)
Total Expenses	11,344.06	99,304.61	1,116,356.00	1,017,051.39	8.90
Excess Revenue Over (Under) Expenditures	(10,406.27)	(27,188.05)	0.00	(27,188.05)	0.00

Financial Statement of Activity

Eastern Carolina Council of Governments

For 4/30/2023

003	M-T-D Actual	Y-T-D Actual	Annual Budget	Budget Remaining	Percent Used
Revenues					
4701. Federal Revenue	966,279.50	4,746,807.20	6,154,325.00	(1,407,517.80)	77.13
4702. State Revenue	18,792.00	37,451.00	2,587,894.00	(2,550,443.00)	1.45
4711. MIS Revenue	348.50	2,740.91	4,500.00	(1,759.09)	60.91
4713. Local Revenue	0.00	54,568.60	54,566.00	2.60	100.00
4717. ECC Match	0.00	141,490.00	229,232.00	(87,742.00)	61.72
Total Revenues	985,420.00	4,983,057.71	9,030,517.00	(4,047,459.29)	55.18
Expenses					
5460. MIS Fee	348.50	2,740.91	4,500.00	1,759.09	60.91
5466. Aging P & A Misc Exp	40.00	40.00	0.00	(40.00)	0.00
5500. Advisory Council	347.15	1,606.93	1,500.00	(106.93)	107.13
5502. Training	2,625.00	4,950.00	3,605.00	(1,345.00)	137.31
5510. Program Services	126,669.16	765,375.94	2,132,491.48	1,367,115.54	35.89
5700. Mileage Expense	1,868.04	24,764.23	56,857.24	32,093.01	43.56
5701. Hotel, Meals, Incidentals	3,265.15	11,854.43	12,497.28	642.85	94.86
5705. Annual Meeting	0.00	672.49	673.00	0.51	99.92
5720. Salary	47,003.58	471,659.50	873,076.16	401,416.66	54.02
5721. 401K	3,072.11	19,905.02	112,122.61	92,217.59	17.75
5722. FICA	3,563.43	34,749.89	52,304.42	17,554.53	66.44
5724. Health Insurance	5,683.52	57,880.30	80,118.66	22,238.36	72.24
5725. Dental Insurance	221.98	2,303.46	9,076.36	6,772.90	25.38
5726. Retirement	4,770.69	52,523.84	60,439.51	7,915.67	86.90
5736. Unemployment Benefits	84.35	491.37	7,861.00	7,369.63	6.25
5749. Legal Fees	1,950.00	1,950.00	0.00	(1,950.00)	0.00
5751. Audit	0.00	21,164.06	31,451.00	10,286.94	67.29
5752. Rent	0.00	120.00	1,440.00	1,320.00	8.33
5758. Postage	315.00	840.45	1,533.50	693.05	54.81
5759. Printing/Publication	0.00	1,961.18	3,062.67	1,101.49	64.03
5760. Telephone, Cell Service	471.31	9,575.22	15,127.00	5,551.78	63.30
5768. Broadband	750.01	8,083.24	10,364.00	2,280.76	77.99
5769. Computer Related Purchase	4,302.35	21,925.96	11,990.00	(9,935.96)	182.87
5770. Office Supplies	1,453.90	9,801.94	19,817.16	10,015.22	49.46
5771. IT System Administration	0.00	26,645.14	31,672.00	5,026.86	84.13
5772. Dues & Subscriptions	0.00	7,510.01	14,900.00	7,389.99	50.40
5775. Maintenance & Repairs	0.00	1,428.74	3,524.00	2,095.26	40.54
5778. Copier Costs/Paper	0.00	3,173.61	6,459.85	3,286.24	49.13
5781. Employment Screening	0.00	230.25	178.50	(51.75)	128.99
5844. 844 ECC CAREGIVER VOUCHERS	200.00	3,341.00	3,141.00	(200.00)	106.37
5854. 854 ASSISTIVE TECHNOLOGY	619.90	1,378.18	758.28	(619.90)	181.75
5859. 859 ECC NUTR SUPPLEMENT	0.00	48.64	48.64	0.00	100.00
5899. Indirect Cost	32,785.86	325,163.81	589,506.68	264,342.87	55.16
6200. HCCBG PASS-THRU FUNDS	363,903.00	3,006,984.00	4,682,520.00	1,675,536.00	64.22
6600. LEGAL AIDE	1,908.00	15,963.00	20,024.00	4,061.00	79.72
6700. Sr. Center Gen Purpose	6,556.00	55,684.00	81,978.00	26,294.00	67.93
6800. III-D	3,279.00	23,012.00	1,127.00	(21,885.00)	2,041.88
6900. CARES FCSP	15,000.00	51,304.00	2,145.00	(49,159.00)	2,391.79
6999. Aging P & A Pass-Thru	0.00	0.00	90,626.00	90,626.00	0.00
Total Expenses	633,056.99	5,048,806.74	9,030,517.00	3,981,710.26	55.91
Excess Revenue Over (Under) Expenditures	352,363.01	(65,749.03)	0.00	(65,749.03)	0.00

Creation of an Aging Technician Classification in Grade 12

June 8, 2023

Summary:

Executive Director David Bone, AAA Director Heather O'Connor, and Finance Director Melinda McGuire are asking the Board's approval to create an Aging Technician classification at Grade 12. This will allow for a salary commiserate with the duties and skill level needed in the organization.

Attachment:

- Spreadsheet showing the proposed classification in the Salary Schedule

Grade	Hiring Rate	Minimum	Mid Point	Maximum	Position Title
11	39,301	41,267	51,093	62,884	
12	41,267	43,330	53,647	66,027	Planning Technician Aging Technician
13	43,330	45,497	56,330	69,328	
14	45,497	47,771	59,146	72,794	Administrative & Program Specialist
					Aging Programs Consultant
					Family Caregiver Specialist
					Regional Ombudsman

Creation of an Aging Technician classification at Grade 12. This will allow for a salary commiserate with the duties and skill level needed in the organization.

Summary:

A draft annual operating budget for the Eastern Carolina Council of Governments' (ECC) Fiscal Year 2023-24 was presented to the Budget and Audit Committee on April 13, 2023. It was reviewed again by the Budget and Audit Committee on May 11, 2023, and presented to the Executive Committee on May 11th.

The draft budget is balanced and has been prepared in accordance with the provisions of Article 3 of the NC General Statute (the Local Government Budget, and Fiscal Control Act). This balanced budget includes estimated revenues and appropriations of \$8,739,624 and includes the operations of the Council's special revenue funds, as well as the General Fund.

Budget Focus:

Priorities for ECC remain focused on reestablishing capacity and assisting our local government members on topics of regional impact and supporting local government members to better accomplish their mission. In assembling this budget, the priority is to have conservative revenue projections while continuing to implement steps to grow organizational capacity and services to our members.

Budget Highlights:

- As a member organization, we strive to keep dues as low as possible while providing outstanding service. It is extremely important to stress that member dues have not increased since FY 2006-07.
- Membership rates remain at \$0.353 per capita.
- Revenue for Administrative and Technical Assistance is expected to grow.
- A cost-of-living adjustment of 2.5% is included for employees, as well as the potential for a one-time salary enhancement of up to 4%, based on merit.
- Health insurance rates are increasing by 3%, while dental insurance rates are not increasing.

This proposed budget represents our departments' best efforts to meet the needs of our region in a timely and responsible fashion. ECC is committed to continuing its investment in Aging, Economic and Development, Transportation services and collaborating with the communities of our region. These investments are critical to the future of eastern NC.

With the proposed budget, our organization remains focused on our strategic goals and mission while continuing to maintain our financial viability. We continuously monitor and evaluate our revenues and expenditures to maintain financial stability. We continue to look for ways to improve efficiency and effectiveness in our organization, as well as new avenues to increase service to our members.

A notice about the proposed 2023-24 Budget was posted on the ECC's website, and tonight's public hearing was duly advertised. Also, a copy of the proposed budget was placed on file at the ECC office and has been available for public inspection.

Action Requested:

- The General Membership Board is asked to receive the presentation of the Proposed Budget and ask staff any questions it may have.
- Later in the agenda, the General Membership Board is asked to hold a public hearing on the budget and consider adoption of the budget.

Attachment:

- Proposed FY 2023-24 Budget

PROPOSED BUDGET

FY 2023-2024



Eastern Carolina Council

233 Middle Street; Ste 300

PO Box 1717

New Bern, NC 28560

Phone: 252.638.3185

Fax: 252.638.3187

www.eccog.org

BUDGET & AUDIT COMMITTEE MEMBERS

Shane Turney, ECC Treasurer

Chairman of ECC Budget & Audit Committee
Town of Trent Woods – Commissioner

Jay Bender, ECC President

Mayor of the Town of Pollocksville

Edward Riggs, ECC 1st Vice President

Pamlico County Commissioner

Arthur Robinson, ECC 2nd Vice President

Mayor Pro Tem of the Town of Hookerton

Roland Best

Lenoir County Commissioner

Bill Taylor

Town of Morehead City Commissioner

Jesse Dowe

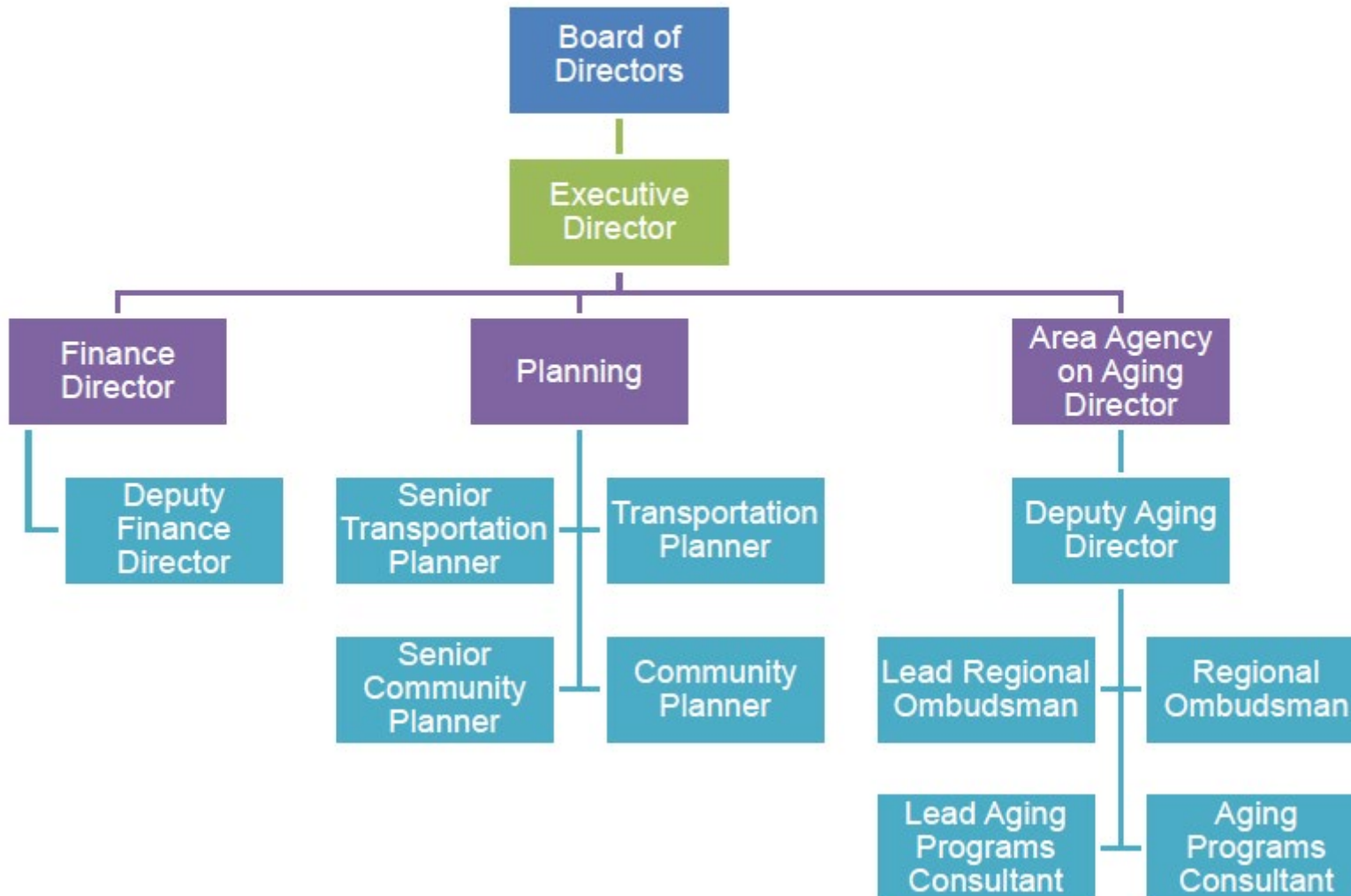
Duplin County Commissioner

Staff Members:

David Bone, ECC Executive Director, Budget Officer

Melinda McGuire, ECC Finance Director

Eastern Carolina Council 2023 Organizational Chart



BUDGET MESSAGE

May 25, 2023

As Executive Director, I submit this proposed annual operating budget for the Eastern Carolina Council of Government's (ECC) Fiscal Year 2023-2024. This budget is balanced and will be presented for approval at the General Membership Board meeting on June 8, 2023. This budget has been prepared in accordance with the provisions of NC General Statute 159-7, the NC Local Government Budget / Fiscal Control Act, and is intended to provide the General Membership Board and the community with a broad overview of the proposed budget. This balanced budget includes estimated revenues and appropriations of \$8,739,624 and includes the operations of the Council's special funds, as well as the General Fund.

Notice of this submission is posted on the ECC's website, and a public hearing is scheduled for the General Membership Board Meeting on June 8, 2023, at 6:30 p.m. This public hearing has been duly advertised. A copy of this proposed budget has been placed on file with the ECC's Finance Director and will be available for public inspection during normal business prior to the June 8th public hearing.

A council of government is a unique local government without a tax base. ECC is a membership organization with membership dues, but a majority of our revenue comes from grant funds. In assembling this budget, the priority is to continue responsible development of our capacity and services while maintaining conservative fiscal management practices. The Fiscal Year 2023-24 Budget includes the continuation of several grant funding sources received in FY 2022-23, including American Recovery Plan (ARP) technical assistance funds, Disaster Recovery technical assistance funds, and a U.S. Economic Development Administration (EDA) Capacity-Building Grant.

As it has in the past several years, the state of the economy is a dominant factor in preparing this budget. Our economy continues to rebound from the COVID-19 pandemic, and inflationary pressures continue. With ECC's reliance on federal grant programs, the discussions of raising the federal debt ceiling have created some uncertainty regarding future federal funding opportunities.

The Finance Director, AAA Director, and I met to review processes and programs to discover any cost efficiencies and any needed resources to continue to effectively carry out the programs while meeting governmental requirements. This proposed budget represents our departments' best efforts to meet the needs of our region in a timely and responsible fashion, while striving to maintain the level of services our members and their residents deserve. We are committed to continuing our investment in aging, planning, economic development, infrastructure, and transportation. These investments are critical to the future of our region.

With the proposed budget, our organization remains focused on reestablishing capacity and assisting our local government members on topics of regional impact and supporting local government members to better accomplish their mission. In assembling this budget, the priority is to have conservative revenue projections while continuing to implement steps to grow organizational capacity and services to our members. We continuously monitor and evaluate our revenues and expenditures. ECC's revenue picture continues to improve, and this is due in large part to the continued efforts of our dedicated staff and Board.

We continue to look for ways to improve efficiency and effectiveness in our organization, as well as new avenues to increase our service to our members. This is highlighted with the development of 2023-24 Strategic Priorities for ECC, which will be considered at the June 8th meeting. Working to improve and increase our services creates challenges, as we work to have the appropriate level of competent staff in place to respond quickly to our members' requests for technical assistance and advice. We strive to maintain the balance of financial sustainability / success with service to our members.

Budget Highlights:

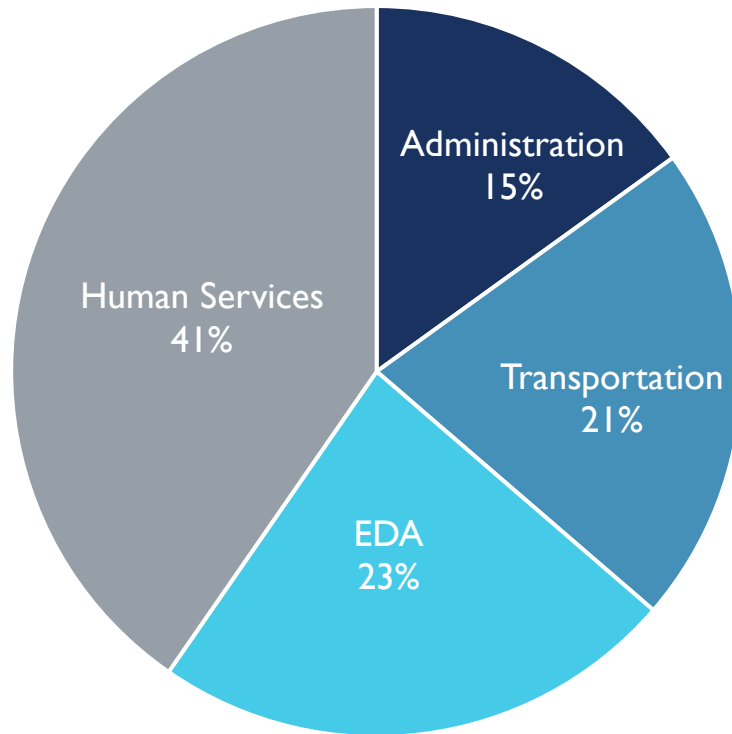
- As a member organization, we strive to keep dues as low as possible while providing outstanding service. Membership rates remain at \$0.353 per capita. Dues have not increased since FY 2006-07.
- Revenue for Administrative and Planning Technical Assistance is expected to grow.
- A cost-of-living adjustment of 2.5% is included for employees, as well as the potential for a one-time salary enhancement of up to 4%, based on merit.
- Health insurance rates are increasing by 3%, while dental insurance rates are not increasing.

Thank you to the Eastern Carolina Council Executive Committee, General Membership Board, and the officers for their guidance and continued support. Additionally, a special note of thanks goes out to the Finance Director, AAA Director, and their staff members for their contributions and guidance during this budget process.

Respectfully submitted,

David Bone

Projected Member Dues \$256,492



USAGE OF
MEMBERSHIP
DUES BY
DEPARTMENT

PROPOSED BUDGET ORDINANCE

WHEREAS, Eastern Carolina Council of Government is required to adopt an annual balanced budget as set forth by the Local Government Budget and Fiscal Control Act of North Carolina; NOW BE IT ORDAINED by the Eastern Carolina Council of Government Board of Directors that the total budget of \$8,739,624 be adopted for the 2023-2024 Fiscal Year:

	General Fund	Special Fund
Estimated Revenues	\$ 38,604	\$8,701,020
Appropriations	\$ 38,604	\$8,701,020

RATE OF CONTRIBUTIONS ESTIMATED

A contribution rate of \$0.353 per capita remains the same from the fiscal year 2022-2023 and is hereby established as the official contribution from the member governments to the ECC for the fiscal year 2023-2024. This rate is based on the programs ECC desires to undertake and the necessary local funds needed to provide operational support and local match funds for the various state and federal programs that are of interest to ECC.

POLICIES

Fringe benefits and in-direct costs shall be accounted for and allocated to projects in accordance with the circulars prescribed by the Office of Management and Budget. The indirect cost rate is based on direct salaries and benefits and is approved by a cognizant agency of the Federal government each year.

SPECIAL AUTHORIZATION - BUDGET OFFICER

The Budget Officer or their designee is hereby authorized to transfer appropriations within any of the projects subject to the following limitations:

1. The Budget Officer may not increase any staff salary, with the exception of merit raises approved in the budget, without authorization of the Executive Committee.
2. The Budget Officer shall be authorized to effect line-item budget transfers within a department without limitation, but not fund transfers at any time with the exception of required matches, merits, and journal entry corrections. The transfers are not required to be presented to the Board of Directors, so long as the total project cost does not change and changes adhere to requirements of funder. Fund transfers do not require Board approval, but must have the Treasurer or designees approval.
3. Due to the timing of receiving certain revenues and projects for the ECC, the Executive Director and Finance Director are hereby authorized to incur expenditures for new projects if total expenditures do not exceed current budget appropriated after a notice of revenue availability is received. A formal budget amendment incorporating such project funding will be presented to the General Membership Board or the Executive Committee whichever meets first.

UTILIZATION OF BUDGET AND BUDGET ORDINANCE

This Ordinance and Budget Document shall be the basis of the financial plan for the ECC during the 2023-2024 fiscal year. The Budget Officer shall administer the budget and shall ensure that ECC Department Directors are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Finance Department shall establish records which are in consistent with the Budget and this Ordinance and the appropriate statutes of the State of North Carolina. The ECC Budget is posted on the ECC website to comply with transparency requirements.

Adopted this 8th day of June, 2023.

James V. Bender, Jr.
President, ECC Board of Director

David Bone
Executive Director and Budget Officer

BUDGET COMPARISON

	PROPOSED BUDGET FY 23-24	ORIGINAL BUDGET FY 22-23	VARIANCE
REVENUES ANTICIPATED			
FEDERAL	\$5,375,693	\$5,973,307	(\$597,615)
STATE	2,586,781	\$2,586,781	\$0
MIS REVENUE	\$4,500	\$4,500	\$0
LOCAL CASH / PROJECTS	\$256,492	\$215,986	\$40,506
LOCAL PROJECTS	\$516,159	\$59,094	\$457,065
APPROP FUND BALANCE	\$0	\$109,832	(\$109,832)
TOTAL REVENUES	\$8,739,624	\$8,949,500	(\$209,876)
EXPENDITURES BY DEPARTMENT			
GENERAL GOVERNMENT:			
ADMINISTRATION	\$38,604	\$129,762	(\$91,158)
ADMIN & FISCAL T/A PROJECTS	\$0	\$0	\$0
PLANNING & GIS TECH ASST	\$394,189	\$44,094	\$350,095
ECONOMIC DEV T/A PROJECTS	\$121,970	\$15,000	\$106,970
TRANSPORTATION:			
EAST CAROLINA RPO	\$132,969	\$132,968	\$1
DOWN EAST RPO	\$139,869	\$139,868	\$1
ECONOMIC & COMMUNITY DEVELOPMENT:			
ECONOMIC DEVELOPMENT PLANNING & ADMIN	\$220,000	\$100,000	\$120,000
HUMAN SERVICES:			
TITLE III PLANNING & ADMINISTRATION	\$379,746	\$395,169	(\$15,423)
COMMUNITY RESOURCE CENTER (CRC-LCA)	\$0	\$0	\$0
OMBUDSMAN	\$232,953	\$210,739	\$22,214
AAA SUPPORT (SB1559)	\$48,263	\$48,263	\$0
FAMILY CAREGIVER SUPPORT (FCSP)	\$302,873	\$302,874	(\$1)
ELDER ABUSE	\$9,157	\$9,157	\$0
TITLE III, USDA, OP FAN PASS-THRU	\$4,334,535	\$4,352,879	(\$18,344)
TITLE III-D HEALTH PROMOTION	\$9,271	\$11,111	(\$1,840)
ECC CARES/COVID	\$0	\$0	\$0
MIPPA	\$0	\$0	\$0
ARPA	\$2,375,225	\$3,057,616	(\$682,391)
TOTAL EXPENDITURES	\$8,739,624	\$8,949,500	(\$209,876)

REVENUE DETAILS

BUDGET 2023-2024 PROPOSED																	
		400	406	433&434	300	350	714	715	500	900 Series	877	513	520	530	540	920 & 800 SERIES	
			PLAN	COG				EDA									
		GEN	T/A	Assoc	ECRPO	DERPO	EDA	Capacity	AGING	PASS-THRU	ARPA	IIID	OMB	AAA SUPP	ELDER ABUSE	FCSP	PROPOSED TOTAL
REVENUE:																	
FEDERAL	4701				106,375	111,895	40,200	120,000	281,434	1,956,220	2,287,489	8,344	176,295		7,783	279,658	5,375,693
STATE	4702								15,423	2,378,315	87,736		33,370	48,263	458	23,216	2,586,781
MIS REVENUE	4711								4,500								4,500
LOCAL CASH ECC	4713	201,926			26,594	27,974		-	-				-		-		256,494
LOCAL CASH PROJECT	4715																-
APPR FUND BAL.	4712	-					-										-
LOCAL PROJECTS	4716		121,970	394,189													516,159
OTHER:																	-
ECC Match	4101	(163,320)					19,800	40,000	78,389			927	23,288		916		-
IN KIND	4703	-	-														-
INTEREST INCOME	4707																-
INTEREST INCOME R	4103																-
TOTAL REVENUE		38,606	121,970	394,189	132,969	139,869	60,000	160,000	379,746	4,334,535	2,375,225	9,271	232,953	48,263	9,157	302,873	8,739,626

EXPENDITURE DETAILS

EXPENDITURES:																	
DIRECT EXPENSE:																	
SALARY	5720	227,250	13,875	151,564	57,041	62,746	27,244	65,926	141,876	-	-	4,075	104,200	23,655	3,877	113,968	997,296
FRINGE BENEFITS	5721	72,910	5,276	46,073	23,114	24,391	8,218	19,907	54,240	-	-	1,533	40,892	8,295	1,606	34,519	340,975
BOARD TRAVEL	5455	200															200
MATCH/IK (BOARD TRAVE	5456																-
BOARD MEETINGS	5704	3,500															3,500
ANNUAL MEETING	5705																-
RECYCLING	5759																-
MIS	5460								4,500								4,500
MERIT ALLOWANCE	5720																-
PRES ALLOWANCE	5465	1,800															1,800
MISC-TUIT REIM	5466	-															-
ADVISORY COUNCIL	5500								2,414								2,414
SPECIAL PROJECTS	5501																-
TRAINING	5502	2,000	1,200		500	500			1,500			-	-			800	6,500
PROGRAM SERVICES	5510		31,533	-				-	6,529			1,840,505				25	1,878,592
PASS-THRU	6999									4,334,535		521,680				60,290	4,916,505
TUITION REIMBURSEMENT																	-
TRANSP/MILEAGE	5700	4,200	2,000	8,945	3,053	3,053	5,923	12,071	5,000			13,040	-	1,401	-	883	61,769
TRAVEL/PER DIEM	5701	3,000	1,000	5,461	1,467	800		572	3,000			-	-				15,300
LEGAL	5749	10,000							-								10,000
INSURANCE/ BONDING	5600	20,024															20,024
CONSULTANT	5750		54,083	107,325			-										161,408
AUDIT	5751	54,466			610	610	-	610	36,027								92,323
RENT	5752	54,138						1,256	480			240				-	56,114
CAPITAL LEASE	5754	6,099															6,099
POSTAGE	5758	2,000	58					180	250			75				20	2,583
PRINTING/PUBS	5759	500		1,742			-		1,000								3,242
TELEPHONE	5760	4,784	2,396		1,477	-		1,200	2,550			3,145				3,600	19,152
UTILITIES	5761	15,023															15,023
BROADBAND	5768	4,331	-		1,331	-		1,331	3,428			1,715				1,636	13,772
COMP EQUIP/SUPPL	5769	3,925		2,500				3,400	2,000								11,825
OFFICE SUPPLIES	5770	4,100	300	2,415	350	190	-	796	4,000			808	500	47		2,500	16,006
IT SYSTEM ADMIN	5771	7,024			1,555	1,555	-	3,055	6,110			6,619				6,109	32,027
DUES & SUB	5772	15,038			1,663	1,663	560	6,000	4,000							1,410	30,334
CLEANING SERVICES	5773	7,020															7,020
ADVERTISING	5774	1,000							-								1,000
MAINT & REPAIRS	5775	2,821							500								3,321
ADMIN WEBSITE	5776	200															200
COPIER COST/PAPER	5778	5,000	500	500	-		-		500			300				200	7,000
PAYROLL EXPENSE	5780																-
UTILITIES																	-
BANK CHARGES	5779	1,400															1,400
EMPLOY SCREENING	5781	400															400
TOTAL EXPENSES		534,153	112,221	326,526	92,162	95,508	41,946	116,303	279,903	4,334,535	2,375,225	6,416	159,087	31,997	6,366	227,278	8,739,624
IN-DIRECT EXPENSE:																	-
INDIRECT CARRY-FORWARD (FY11-12)																	-
INDIRECT ALLOCATED	5899	(495,548)	9,750	67,663	40,807	44,361	18,054	43,697	99,842	-	-	2,855	73,866	16,266	2,791	75,595	-
TOTAL IN-DIRECT EXPENSES		(495,548)	9,750	67,663	40,807	44,361	18,054	43,697	99,842	-	-	2,855	73,866	16,266	2,791	75,595	-
TOTAL EXPENDITURES		38,604	121,970	394,189	132,969	139,869	60,000	160,000	379,746	4,334,535	2,375,225	9,271	232,953	48,263	9,157	302,873	8,739,626

FUNDING CATEGORIES

General Government Fund

This category of income and expenses is also called the “general fund.” It includes the following cost categories: administration and technical assistance projects. Examples of technical assistance projects include executive level searches, parks and recreation planning, PARTF grant applications, pay studies, training programs, etc. These vary from time to time. The dues collected from member governments become income in the administration category and then are transferred & applied as required to match Federal/State funding (Economic Development Administration Planning Grant, the Rural Transportation Planning Organization Grant & Aging Programs).

Special Revenue Fund

The Special Revenue Fund accounts for the proceeds of specific revenue sources that are restricted by law or account for expenditure of funds for specified purposes.

This Fund includes all federal and state grants, such as:

Economic Development

Human Services

Transportation

SPECIAL REVENUE FUNDS

Economic and Physical Development

ECC received a two-year US Department of Commerce Economic Development Administration (EDA) Planning grant award which runs from January 1, 2021 to December 31, 2023 for economic development in our region. ECC also received an additional 35-month grant from EDA for capacity building. Income and expenses related to this and other economic development grants received during the fiscal year are assigned to this category.

Transportation

ECC houses two Rural Transportation Planning Organization (RPOs). The Down East RPO serves non-metropolitan portions of Carteret, Craven, Jones, Onslow and Pamlico counties. The Eastern Carolina RPO serves the non-metropolitan portions of Duplin, Greene, Lenoir, and Wayne counties. The concerned counties provide the state-required match separate from the ECC dues. The income and expenses from these two state grants are handled under the Transportation category. Any other transportation related grants received by ECC would be assigned to this category.

SPECIAL REVENUE FUNDS

Human Services

This category of income and expenses are primarily from the Area Agency on Aging programs which include:

AAA P&A — The Area Agency on Aging Program & Administration funds are used to provide general support to the AAA staff and functions.

Legal Aid — These funds are paid to designated providers of legal aid by contract.

Senior Center General Purpose — Provided to counties to support senior center operations.

III-D — Health promotion program funding

FCSP — Family Care Giver Support Program funds provide assistance to families caring for loved ones.

Ombudsman — ECC employs two ombudsmen that follow up on facility complaints made primarily by residents and their families.

LCA — Local Contact Agency funding allows AAA staff to coordinate any information, assistance, and referral system for all older adults, people with disabilities, and their caregivers.

SB 1559 — This supplemental funding issued through Senate Bill 1559 is used at the discretion of the AAA program as needed.

Elder Abuse — Funds for initiatives to help prevent elder abuse

Glossary

ADM, Admin or Administration	Administrative expenses to include overhead and fixed costs such as building space, utilities, janitor, phones, and administrative functions. Operations and support of the core ECC functions. Funds received through Membership Dues are used to support these operations and the local match requirements of programs undertaken by the Board of Directors. Indirect funds from grants and special projects also support this category.
Advisory Council	Meeting expenses of advisory boards to ECC (RAAC, etc.)
Aging	Older Americans Act Program called “Aging”
Aging Pass-thru	Funds received that are allocated to the counties by formulas for various AAA programs. ECC staff monitors the use of these funds.
Allocation	Cost distributed to programs per guidelines
Assessed Population	Population minus the active duty military
Appropriated Fund Balance	Unassigned fund balance that has been approved by the Board for use in the current year.
Appropriations	Funding that has been set aside for a specific use
Balanced Budget	A budget ordinance is balanced when the sum of estimated new revenues and appropriated fund balances in equal to appropriations
Board	ECC Board of Directors
Budget Officer	The ECC Executive Director
Budget Ordinance	Financial plan that is legally adopted by the ECC Board of Directors
Capital Lease	Postage machine and copier machine lease
Consultant	Non-employee services for specific tasks
Deferred Revenue	Monies paid but not yet earned
Expenditure	An expense, disbursement or cost
Fiscal Year (FY)	For ECC the fiscal year is July 1 to June 30. The fiscal year 16-17 refers to the fiscal year beginning July 1, 2016 to June 30, 2017.

Glossary

Fringe Benefits	Health insurance, dental insurance, life insurance, disability insurance, 401K contributions, etc.
Fund Balance	Unassigned Fund Balance + Stabilized Fund Balance. Assets less liabilities that includes equity and reserved funds
Indirect cost	Expenses of doing business not readily identified with a particular grant, contract, project, etc. but are necessary for the general operation of the organization and the conduct of activities it performs.
IT SYS Administration	Computer System Administration, Cloud computing and related services
Match	Funds required for matching or leveraging of awarded grants.
Member Dues/ Contributions	Amount paid by local governments (counties and municipalities) to be a member of ECC. Used to help make required matches for funds and to support administrative functions.
Membership Dues	Line item for annual subscriptions to professional associations
MIS Reimbursement	ARMS (Aging Resources Management System) fee paid by ECC for use of system but reimbursed through various agencies
RAAC	Regional Aging Advisory Committee
Reimbursement	To make restoration or payment
REV or Revenue	Income
Stabilized / Restricted Fund Balance	Obligated Funds from Accounts/Awards Received (Unavailable funds)
T/A or Technical Assistance	Assistance provided by ECC staff to local governments and others for a fee.
Transfer	Funds that are received in one fund and moved to another fund for expenditures. For example, the ECC dues received are deposited into the General Fund and later transferred to the Federal and State program for expenditures and to satisfy the match requirements.
Unassigned Fund Balance	The residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Cash-Accounts Payable & Deferred Revenue (Available funds)



EASTERN CAROLINA COUNCIL OF GOVERNMENT

**P. O. BOX 1717
NEW BERN, NC 28562-1717**

David Bone, Executive Director
Phone (252) 638-3185 ext. 3005
Email: executivedirector@eccog.org

Melinda McGuire, Finance Director
Phone (252) 638-3185 ext. 3028
Email: finance@eccog.org

**P. O. Box 1717
233 Middle Street
3rd Floor, O'Marks Building
New Bern, NC 28560
Website: eccog.org**

Summary:

A draft annual operating budget for the Eastern Carolina Council of Governments' (ECC) Fiscal Year 2023-24 was presented to the Budget and Audit Committee on April 13, 2023. It was reviewed again by the Budget and Audit Committee on May 11, 2023, and presented to the Executive Committee on May 11th.

The draft budget is balanced and has been prepared in accordance with the provisions of Article 3 of the NC General Statute (the Local Government Budget, and Fiscal Control Act). This balanced budget includes estimated revenues and appropriations of \$8,739,624 and includes the operations of the Council's special revenue funds, as well as the General Fund.

A notice about the proposed 2023-24 Budget was posted on the ECC's website, and tonight's public hearing was duly advertised. Also, a copy of the proposed budget was placed on file at the ECC office and has been available for public inspection.

Action Requested:

- The General Membership Board is asked to open the public hearing and receive comments from the public on the proposed budget.
- The General Membership Board is then asked to close the public hearing.

Attachment:

- Public Hearing Notice

Paxton Media Group
201 South 4th Street Paducah, KY 42003

Leighann Morgan-(New Bern)
Eastern Carolina Council-(176-New Bern)
PO Box 1717
New Bern , NC 28563
(252)474-8662

Class Liner Ad #70681643 Summary:

Slug Line: Attention: A proposed budget
Size: 1.00 x 2.25

Publication Cost \$144.90
Adjustments \$0.00
Net Cost \$144.90
Prepaid Amount \$0.00
Amount Due \$144.90

Order Detail:

Publication	Start	Stop	Insertions	Cost	Adjustments	Total
176NBND1 New Bern Sun Journal	5/25/23	5/30/23	3	144.90	0.00	144.90
176NBNI1 New Bern Sun Journal Internet	5/25/23	5/30/23	3	0.00	0.00	0.00

Attention:

A proposed budget for the operation of the Neuse River Council d/b/a Eastern Carolina Council of Governments, for the Fiscal Year 2023-2024 has been presented to its Board of Directors. This budget is open and available for public inspection at 233 Middle St, Ste. 300, O. Marks Building, New Bern, NC during normal business hours. A public hearing on this budget will be held by the Board of Directors at its regular scheduled meeting beginning at 6:30 p.m. on June 8, 2023, on the 3rd Floor of the O. Marks Building, 233 Middle St., New Bern, NC.

May 25, 27, 30

Adoption of the 2023-24 Budget Ordinance

June 8, 2023

Summary:

A draft annual operating budget for the Eastern Carolina Council of Governments' (ECC) Fiscal Year 2023-24 was presented to the Budget and Audit Committee on April 13, 2023. It was reviewed again by the Budget and Audit Committee on May 11, 2023, and presented to the Executive Committee on May 11th.

The draft budget is balanced and has been prepared in accordance with the provisions of Article 3 of the NC General Statute (the Local Government Budget, and Fiscal Control Act). This balanced budget includes estimated revenues and appropriations of \$8,739,624 and includes the operations of the Council's special revenue funds, as well as the General Fund.

A notice about the proposed 2023-24 Budget was posted on the ECC's website, and tonight's public hearing was duly advertised. Also, a copy of the proposed budget was placed on file at the ECC office and has been available for public inspection.

Action Requested:

- The General Membership Board is asked to adopt the FY 2023-24 Budget Ordinance, as presented.

Attachment:

(Please refer to the Budget Ordinance shown prior in the agenda packet.)

Summary:

The election of ECC officers typically occurs at the June meeting of the General Membership Board every two years.

Part of Article VI of the ECC Bylaws states:

- Section 1. The officers of the Council will be members of the Executive Committee and will consist of a president, a first and second vice-president, and treasurer, all of whom are to be elected by the General Membership Board.
- Section 2. The officers will be elected and installed at a meeting of the General Membership Board, to be held in June or at some other time established by the Board, in each odd-numbered year. Nominations from the floor will be accepted at these meetings.
- Section 3. The president, the first and second vice-presidents, and treasurer will be elected for a term of two (2) years to expire the second year at the meeting described in the preceding Section. All elected officers will be limited to two (2) consecutive full terms in the same office. Whenever feasible, at least two officers will be county commissioner appointees to the executive committee. No more than one (1) officer will come from any one county. Officers serve at the pleasure of the Board and may be removed by the General Membership Board or the Executive Committee.

The duties of the ECC officers are listed in Article VII of the ECC Bylaws:

Article VII. Duties of Officers

- Section 1. The president of the Council will have the following duties, in addition to those set forth elsewhere herein:
- a. Preside at all regular and special meetings of the Executive Committee and General Membership Board.
 - b. See that all orders and resolutions of the Board of Directors or Council membership are carried out, and provide general supervision to all officers and staff.
 - c. Keep the other officers informed of, and consult with them, on Council developments so that all officers may fully perform their duties as officers and the officers may work together as a group.
 - d. Execute all conveyances, bonds, notes, contracts, and agreements authorized by the Council which are not designated by the president for execution by the Executive Director.
 - e. Represent the Council at various public meetings, etc., at which Council affairs may be discussed and considered. The president may designate

another officer or board member to represent him or her or the Council at a meeting he or she is unable to attend.

- f. Carry on a variety of public relations activities, such as speaking before citizen groups, holding news conferences, radio and television interviews, etc., where Council proposals, programs and accomplishments may be discussed.
- g. Perform such other duties that may be assigned by the Board in carrying out the objectives of the Council.

Section 2. The first and second vice-presidents of the Council will perform such duties that may be assigned by the president or by the Board in carrying out the objectives of the Council. In the event the president is unable to act for reasons of absence and/or other temporary causes, the first and then the second vice-president will act for the President.

Section 3. The treasurer will generally oversee the Council's financial business. The treasurer also will perform such other duties as may be prescribed by the Council Board.

Section 4. The officers will work together as a group for the benefit of the Council. Each officer will have direct access to the Executive Director and the Finance Director, each of whom will provide information requested by an officer. Special or emergency meetings of or consultations with the officers may be called by the president at the request of the Executive Director to address any issue that the Executive Director on which the Executive Director seeks advice or needs authorization. Any minutes of any special or emergency meeting of the officers will be recorded and given to all members of the Executive Committee prior to its next scheduled meeting.

Section 2 of Article IX of the ECC Bylaws stipulate how a Nominating Committee will recommend a slate of officers for the organization.

In accordance with Article IX, Section 2 (b) of the ECC bylaws, the Nominating Committee submitted the following slate for officers for the coming two years:

President –	Commissioner Ed Riggs – Pamlico County
1 st Vice President –	Mayor Pro Tem Arthur Robinson – Hookerton/Greene County
2 nd Vice President –	Commissioner Frank Emory – Jones County
Treasurer –	Councilman Bill Taylor – Morehead City/Carteret County

These individuals have all agreed to serve if elected. The floor will also be open for additional nominations, however the person nominated must have been contacted and indicated a willingness to serve. The election will occur at the General Membership meeting on Thursday, June 8, 2023.

In addition, the Nominating Committee is charged with appointing three (3) individuals to join the officers on the Budget & Audit Committee. The Nominating Committee appointed the following:

Town Commissioner Shane Turney – Trent Woods/Craven County
Commissioner Jesse Dowe – Duplin County
Mayor Pro Tem Steve Wiggins – Mt. Olive/Wayne County.

Action Requested:

- The General Membership Board is asked to elect the recommended slate of officers presented by the Officers Nominating Committee. (The floor will also be open for additional nominations. Confirmation or a willingness to serve is needed for anyone nominated from the floor.)

Attachments:

None

Installation of ECC Officers

June 8, 2023

Summary:

As a Mayor, Mayor Jay Bender of Pollocksville is duly authorized by NC General Statute § 11-7.1 to administer oaths of office.

Mayor Bender is asked to administer the following oath of office to the newly-elected ECC Officers:

"I, _____, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me God."

Attachments:

None

Summary:

As part of the hiring / interview process, Executive Director David Bone was asked to provide a 90-day plan to start his tenure as Executive Director. This plan has been used as a guide in the operation of ECC, and progress has been made.

In the February 9th Executive Committee meeting, Executive Director Bone provided an update on the progress made with this plan. Additionally on February 9th, the Executive Director facilitated a conversation with the Executive Committee about the Strengths, Weaknesses, Opportunities, and Threats (or SWOT analysis) for the organization.

A SWOT analysis guides in the identification of an organization's strengths and weaknesses (S-W), as well as broader opportunities and threats (O-T). Developing a fuller awareness of the situation helps with both strategic planning and decision-making.

A SWOT analysis can offer helpful perspectives at any stage of an effort. It can be used to:

- Explore possibilities for new efforts or solutions to problems.
- Make decisions about the best path for initiatives. Identifying opportunities for success in context of threats to success can clarify directions and choices.
- Determine where change is possible. An inventory of your strengths and weaknesses can reveal priorities as well as possibilities.
- Adjust and refine plans mid-course. A new opportunity might open wider avenues, while a new threat could close a path that once existed.

ECC Staff also completed a SWOT analysis on March 13th.

Executive Director Bone took feedback from the two SWOT analyses to draft some strategic priorities for the 2023-24 fiscal year and presented them at the April 13th meeting.

The draft strategic priorities were shared with the Executive Committee and General Membership Board by email. Additionally, the draft strategic goals were shared with staff. Additional suggestions have been received and incorporated into the proposed strategic priorities.

Request:

- The General Membership Board is asked to approve the proposed Strategic Priorities, as presented.

Attachment:

- Proposed Strategic Priorities for FY 2023-24

Strategic Priorities - 2023-24

Priorities	Action Item	Completion Goal	Responsible Party
Strategic / Organizational Planning	A.1. Develop annual strategic priorities	July 31, 2023	Board, staff
	A.2. Review Mission Statement / Vision Statement	January 31, 2024	Board, staff
	A.3. Develop Organizational Core Values	January 31, 2024	Board, staff
	A.4. Develop a 5-year plan for ECC	June 30, 2024	Board, staff
Member Relations and Communication	B.1. Attend 2 member government meetings per month.	Ongoing	Executive Director
	B.2. Host quarterly city-county manager meetings	Ongoing	Executive Director
	B.3. Participate in county-wide elected officials and manager meetings, where applicable	Ongoing	Executive Director, staff
	B.4. Meet 1-on-1 with 4 Chief Admin. Officers . Chief Elected Officials per month	Ongoing	Executive Director
	B.5. Distribute a monthly ECC newsletter	Ongoing	Staff
	B.6. Distribute a weekly ECC update	Ongoing	Executive Director
	B.7. Distribute a monthly grant opportunities newsletter	Ongoing	Planning staff
	B.8. Convene local government leaders and state and federal agency staff on a regular basis	Ongoing	Executive Director, Leadership team
	B.9. Improve signage in building (directional, marquee)	December 31, 2023	Staff
	B.10 Update and expand the ECC website	December 31, 2023 and ongoing	Staff
Organizational Capacity	C.1. Review department effectiveness, work plans	Ongoing	Executive Director, Leadership team
	C.2. Develop employee feedback tools	July 31, 2023	Executive Director, Leadership team
	C.3. Conduct an annual review of staff capabilities	By September 31st of each year	Executive Director, Leadership team
	C.4. Create a list of professional development skills needed by ECC	By September 31st of each year	Executive Director, Leadership team
	C.5. Identify feasible, high quality training resources and providers	December 31, 2023	Executive Director, Leadership team
	C.6. Establish an organizational training program for staff and board development	March 31, 2024	Executive Director
	C.7. Review current funding resources for opportunities to expand staff	October 31, 2023	Executive Director, Leadership team
	C.8. Seek additional funds to expand staff	Ongoing	Executive Director, Leadership team
	C.9. Expand recruitment / development of volunteers to support AAA		Executive Director, AAA staff
	C10. Explore opportunities to expand internship opportunities	December 31, 2023	Executive Director, Leadership team
High Impact Services	D.1. Complete menu of current service descriptions	August 31, 2023	Executive Director, Leadership Team
	D.2. Develop an annual member survey to measure the impact of services and evaluate local government needs	October 31, 2023	Executive Director, staff
	D. 3. Create a list of training services needed by local governments	December 31, 2023	
	D.4. Develop Annual Training Program / Calendar with ECC staff and partner organizations	March 31, 2024	Staff, Partner organizations
	D. 5. Based on survey results, develop plan for new, potential services for the 2024-25 year	June 30, 2024	Executive Director, Leadership Team

Strategic Priorities - 2023-24

Financial Sustainability	E.1. Net gain of 3 new members	July 31, 2023	Board, staff
	E.2. Review membership dues structure, develop recommendation	December 31, 2023	Board, Budget & Audit Committee, Staff
	E.3. Seek out additional grant opportunities	Ongoing	Staff
	E.4. Develop two additional, ongoing Planning Technical Assistance relationships	June 30, 2024	Executive Director, Community Planning staff
	E.5. Develop two contracts for Grant Administration services	June 30, 2024	Executive Director, Community Planning staff
	E.6. Explore opportunities to expand RPO funding	December 31, 2023	Board, Executive Director, RPO staff
	E.7. Expand Fund Balance by 5%	June 30, 2024	Board, Executive Director, Leadership Team
Regional Collaboration and Leadership	F.1. Host Annual Legislative Breakfast	March 31, 2024	Executive Director, Leadership Team
	F.2. Host Annual Membership / Networking Dinner	June 30, 2024	Executive Director, Leadership Team
	F.3. Host quarterly city-county manager meetings	Ongoing	Executive Director
	F.4. Participate in I-42 Commission, Hwy. 17-64 Association	Ongoing	Exec. Dir., RPO staff, member governments
	F.5. Support RAAC and STHL	Ongoing	AAA staff
	F.6. Host an Aging Summit in 2023-24	June 30, 2024	Staff
	F.7. Host a Transportation Summit in 2023-24	June 30, 2024	Staff
	F.8. Develop an Economic Developers / Workforce Development Regional Group	June 30, 2024	Executive Director, Eastern Carolina Workforce Development Board staff