



## **Appendix**

Additional supplementary material.

FY 2014-15  
Fee and Other Charges Schedule

Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
<b>All Departments</b>			
	8.5 x 11 paper copies	\$0.05/page (unless otherwise stated)	\$0.05/page (unless otherwise stated)
<b>Animal Services</b>			
	Impoundment		
	1st offense + boarding fee + civil penalty	\$25	\$25
	2nd offense + boarding fee + civil penalty	\$60	\$60
	3rd offense + boarding fee + civil penalty	\$95	\$95
	4th offense and subsequent offenses	\$150	\$150
	Boarding		
	Dogs	\$12/day	\$12/day
	Cats	\$8/day	\$8/day
	Civil penalties		
	1st offense	\$50	\$50
	2nd offense	\$100	\$100
	3rd offense and subsequent offenses	\$150	\$150
	Failure to vaccinate dog/cat	\$250	\$250
	Animal Rabies vaccination (at shelter or animal control office)	\$15	\$10
	Animal Rabies vaccination (field vaccinations)	\$20	\$20
	Euthanasia at the shelter	\$50	\$50
	Surrendered animals picked up in the field	\$20	\$20
<b>Board of Elections</b>			
	Reports - 8.5 x 11 paper	Free	Free
	Diskettes and CDs - processing fee	\$25	\$25
	Labels - duplex on 8.5 x 11 paper	Free with furnished labels	Free with furnished labels
	Certificates	\$1	\$1
	Maps		
	8.5 x 11 paper	Free	Free
	34 x 42 paper	\$10	\$10
<b>Fire Marshal</b>			
	See attached detail		
<b>General Services</b>			
	Solid Waste Management fee (County)	\$122/year	\$122/year
	Solid Waste Management fee (City)	\$122/year	\$122/year
	Solid Waste Management fee (out of County users)	\$191/year	\$191/year
<b>Library</b>			
	Overdue fines on all materials (books, DVDs, CDs, etc.)	Fee structure is the same for all materials: 3-day grace period, \$1 on 4th day, \$0.25/day, maximum \$5 per book; maximum \$25 per account when all items returned; maximum fines allowed for checkout - \$10; referral to collection agency when balance in lost materials exceeds \$50	Fee structure is the same for all materials: 3-day grace period, \$1 on 4th day, \$0.25/day, maximum \$5 per book; maximum \$25 per account when all items returned; maximum fines allowed for checkout - \$10; referral to collection agency when balance in lost materials exceeds \$50
	Legal notice fee	\$10/account at time of notification 60 days	\$10/account at time of notification 60 days
	AV rental equipment	\$5/day/item, no maximum	\$5/day/item, no maximum
	Duplicating	\$0.10/page	\$0.10/page
	Out-of-County users	\$45	\$45

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Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Library	Meeting room rental fee	Nonprofits: no refreshments - free; refreshments - \$25 Commercial/For-profit: meetings up to 4 hours - \$100; meetings more than 4 hours - \$200 (no separate fee for refreshments; fee included in room rental) Partners: free	Nonprofits: no refreshments - free; refreshments - \$25 Commercial/For-profit: meetings up to 4 hours - \$100; meetings more than 4 hours - \$200 (no separate fee for refreshments; fee included in room rental) Partners: free
Environmental Engineering	Land Disturbance Plan Review Fees		
	Land Disturbance Plan Review, per acre charge	\$80	\$80
	Land Disturbance Fees		
	Permits for 12,000 sq. ft. to 1 acre (per job charge)	\$250	\$250
	Permits for 1 acre to 10 acres (per acre charge)	\$515	\$515
	Permits for more than 10 acres (per acre charge)	\$775	\$775
	Reinspection fee	\$210	\$210
	Second reinspection fee	\$420	\$420
	Unauthorized Land Disturbance Activities		
	Permits for 12,000 sq. ft. to 1 acre (per job charge)	\$500	\$500
	Permits for 1 acre to 10 acres (per acre charge)	\$1,030	\$1,030
	Permits for more than 10 acres (per acre charge)	\$1,550	\$1,550
	Stormwater Plan Review		
	Stormwater Plan Review 21,780 sq. ft. to 1 acre (per job charge)	\$210	\$210
	Stormwater Plan Review more than 1 acre (per acre charge)	\$315	\$315
	Stream Delineation Cape Fear River Basin		
	Stormwater Permit Renewal Fee		
	Permits for 21,780 sq. ft. to 1 acre	\$105	\$105
	Permits for more than 1 acre	\$160/disturbed acre	\$160/disturbed acre
	Reissuance of Revoked Permits		
	Permits for more than 10 acres (per acre charge)	\$775	\$775
	Permits for 1 acre to 10 acres (per acre charge)	\$515	\$515
	Permits for 12,000 sq. ft. to 1 acre (per job charge)	\$250	\$250
	Extensions		
	Permits for more than 10 acres (per acre charge)	\$193.75	\$193.75
	Permits for 1 acre to 10 acres (per acre charge)	\$128.75	\$128.75
	Permits 12,000 sq. ft. to 1 acre (per job charge)	\$62.50	\$62.50
Utilities			
	Monthly service fees (County customers with City water)	\$3.87/hundred cubic feet	\$3.95/hundred cubic feet
	Monthly service fees (County customers without City water)		
	1 or 2 bedrooms	\$20.99	\$21.41
	3 bedrooms	\$47.23	\$48.17
	4 or more bedrooms	\$75.84	\$77.36
	Plan review fee (per submittal)	\$300 for first submittal; \$150 for each resubmittal	\$300 for first submittal; \$150 for each resubmittal
	Pollutant Headworks Analysis Fee	At cost	At cost
	Inspection/Management fee	\$2/linear foot	\$2/linear foot
	Reinspection fee (per inspection)	\$200	\$200
	Lateral fee (per service)	At cost	At cost
	Lateral inspection fee	\$300	\$300
	Capital Recovery Charges		
	Single family (min. 2 bedrooms)	\$655 each	\$666 each
	Single family (each bedroom above 2)	\$328/bedroom	\$333/bedroom
	Multi-family units (apartments, duplexes, condominiums; min. 2 bedrooms)	\$655 each	\$666 each

FY 2014-15  
Fee and Other Charges Schedule

Department	Fee and Other Charge Type	Fee and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Utilities			
	Multi-family units (apartments, duplexes, condominiums; each bedroom above 2)	\$328/bedroom	\$333/bedroom
	Multi-family (motels, hotels)	\$328/room	\$333/room
	Multi-family (motels, hotels with cooking facilities in room)	\$478/room	\$486/room
	Nursing/Rest home	\$164/bed	\$167/bed
	Nursing/Rest home with laundry	\$328/bed	\$333/bed
	Office - per shift	\$68/person	\$69/person
	Factory - per shift	\$68/person	\$69/person
	Factory with showers - per shift	\$96/person	\$98/person
	Store/Shopping Center/Mall	\$273/1,000 sq. ft.	\$277/1,000 sq. ft.
	Store/Shopping Center/Mall with food service (ADD)	\$82/person	\$83/person
	Restaurant (greater of per seat or per 15 sq. ft. of dining area)	\$109/1,000 sq. ft.	\$111
	Restaurant - 24-hour service	\$140/seat	\$142/seat
	Restaurant - single service (exclusive of fast food)	\$55/seat	\$56/seat
	School - day with cafeteria, gym, showers	\$41/student	\$42/student
	School - day with cafeteria only	\$33/student	\$34/student
	School - day with neither cafeteria nor showers	\$27/student	\$27/student
	School - boarding	\$164/person	\$167/person
	Church (not including food service, day care, camps)	\$8/seat	\$8/seat
	Miscellaneous (based on daily average flow of facilities not described above)	\$2.73/gallon	\$2.78/gallon
	Monthly Sewer Service Charge - Water Meter Size		
	5/8"	\$3.93	\$3.93
	1"	\$7.92	\$7.92
	1.5"	\$14.12	\$14.12
	2"	\$21.56	\$21.56
	3"	\$45.11	\$45.11
	4"	\$76.11	\$76.11
	6"	\$156.69	\$156.69
	8"	\$224.88	\$224.88
	Over 8"	\$361.26	\$361.26
	Surcharge Fees		
	BOD (Biochemical Oxygen Demand)		
	Surcharge is applied for discharge concentrations greater than 250 mg/L	\$349.18/1,000 lbs.	\$349.18/1,000 lbs.
	TSS (Total Suspended Solids)		
	Surcharge is applied for discharge concentrations greater than 180 mg/L	\$60.44/1,000 lbs.	\$60.44/1,000 lbs.
	TKN (Total Kjeldahl Nitrogen)		
	Surcharge is applied for discharge concentrations greater than 40 mg/L	\$0.75/lb.	\$0.75/lb.
	TP (Total Phosphorous)		
	Surcharge is applied for discharge concentrations greater than 5 mg/L	\$6.87/lb.	\$6.87/lb.
	Permit Applications		
	Initial application fee for all applicants	\$300	\$300
	Permit modification fee	\$200	\$200
	Authorization to Construct review	\$300	\$300
	Monitoring Charges		
	Sampling without Mercury 1631	\$95	\$95

FY 2014-15  
Fee and Other Charges Schedule

Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Utilities			
	Sampling with Mercury 1631	\$95	\$95
	Aluminum	\$12	\$10.50
	Ammonia	\$11	\$11
	Antimony	\$10.50	\$10.50
	Arsenic	\$10	\$10.50
	BOD5	\$17	\$17
	Cadmium	\$10.50	\$10.50
	CBOD5	\$20	\$20
	Chloride	\$10	\$10
	Chromium	\$10.50	\$10.50
	COD	\$25	\$19
	Copper	\$10.50	\$10.50
	Cyanide	\$22	\$22
	Ethanol	\$150	\$95
	Fluoride	\$19	\$19
	Gallium	\$12	\$12
	Indium	\$12	\$12
	Lead	\$10.50	\$10.50
	Mercury (Method 1631)	\$120	\$120
	Molybdenum	\$10.50	\$10.50
	Nickel	\$10.50	\$10.50
	NO2 + NO3	\$14	\$14
	Oil and grease	\$50	\$50
	Oil and grease (nonpolar)	\$75	\$50
	pH	\$10	\$5
	Selenium	\$10.50	\$10.50
	Silver	\$10.50	\$10.50
	SVOC (EPA 624)	\$275	\$275
	Tin	\$10.50	\$10.50
	TKN	\$19	\$19
	Total Phosphorous	\$11	\$15
	TSS	\$8	\$10
	Total Toxic Organics	\$610	\$610
	Volatile Organic Chemicals	\$120	\$120
	Zinc	\$10.50	\$10.50
	Acetone		
	Ethyl Acetate		
	Isopropyl Acetate		
	Methylene Chloride		
	n-Amyl Acetate		
		\$120 for complete Pharma test group	\$120 for complete Pharma test group
<b>Emergency Medical Services (EMS)</b>			
	Basic Life Support (BLS) service fee + mileage	\$575 + \$10/mile	\$575 + \$10/mile
	Advanced Life Support #1 (ALS #1) service fee + mileage	\$660 + \$10/mile	\$660 + \$10/mile
	Advanced Life Support #2 (ALS #2) service fee + mileage	\$685 + \$10/mile	\$685 + \$10/mile
	Extra attendant	\$25/transport	\$25/transport
	Special event coverage (30-hour minimum)	\$200/hour	\$200/hour
	Waiting time (after initial 30 minutes)	\$75/half hour	\$75/half hour
	Treatment (without transport)	\$250	\$250
	QRV Standby	\$80/hour	\$80/hour
	Bike Team/QRV Transport	\$125/hour	\$125/hour

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Fee and Other Charges Schedule

Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges	
Sheriff	Gun Permits (Issued)	\$5	\$5	
	Driver/Criminal History Fees	\$10	\$10	
	Fingerprinting Fees (2 cards)	\$15	\$15	
	Fingerprinting Fees (Concealed Weapon)	\$10	\$10	
	Fingerprinting Fees (thumbprint)	\$5	\$5	
	Concealed Weapon Permits	\$90	\$90	
	Concealed Weapon Permits - Renewal	\$85	\$75	
	Concealed Weapon Permits - Duplicate	\$15	\$15	
	Concealed Weapons Permit - Lamination	\$3	\$3	
	Report Copies	\$3	\$3	
	Civil Process (in state)	\$15	\$15	
	Civil Process (out of state)	\$100	\$100	
	Security Card	\$10	\$10	
	State Prisoner Reimbursement	\$18	\$18	
	State Inmate Backlog	\$40	\$40	
	Inmate Mail Returns	\$0.48	\$0.48	
	DVD/CD copy	\$5	\$5	
	Public Health	Well permit (includes one water sample)	\$425	\$425
		Water sample	\$20	\$20
		Bacteriological or Inorganic Water Sample	\$50	\$50
		Pesticide or Petroleum Water Sample	\$70	\$70
Conventional Septic Permit		\$160	\$160	
Pump conventional permit 600 gpd or less		\$300	\$300	
Low pressure Pipe Permit 600 gpd or less		\$525	\$525	
Pump conventional/pressure manifold >600 gpd		\$300 + \$100/per 500 gpd or fraction thereof	\$300 + \$100/per 500 gpd or fraction thereof	
Low pressure Pipe Permit >600 gpd		\$525 + \$100/per 500 gpd or fraction thereof	\$525 + \$100/per 500 gpd or fraction thereof	
Type V system (plan review)		\$15 per 500 gpd design flow	\$15 per 500 gpd design flow	
Type V system (monitoring)		\$10 per 500 gpd design flow	\$10 per 500 gpd design flow	
Application for improvement permit 0 to 2 acres		\$200	\$200	
Application for improvement permit 2 to 5 acres		\$225	\$225	
Application for improvement permit 5+ acres		\$250 + \$10/acre	\$250 + \$10/acre	
Appeal charge 0 to 2 acres within 1 year of orig. eval.		\$100	\$100	
Appeal charge 2 to 5 acres within 1 year of orig. eval.		\$125	\$125	
Appeal charge 5+ acres within 1 year of orig. eval.		\$150 + \$10/acre or fraction thereof	\$150 + \$10/acre or fraction thereof	
Appeal of permit condition		\$100	\$100	
Reconnection permit		\$150	\$150	
Additions and Structural Modifications		\$100	\$100 no design flow increase	
Individual swimming pool fee		\$200/year	\$200	
Each additional swimming pool per complex	\$150	\$150		
Wading pool or spa permit	\$100	\$100		
Pool permit inspection revisit fee	\$50	\$50		
Pool plan review (includes initial permit)	\$250	\$250		
Tattoo artist permit	\$200	\$200		
Food establishment plan review	\$250	\$250		
Mobile Food Unit/Push Cart Plan Review	\$75	\$75		
Existing food establishment plan review (ownership change)	\$100	\$100		
Temporary Food Stand Permit	\$75	\$75		
Catering Food Establishment Plan Review		\$100		
Food Service Plan Review		\$125		
FluMist Vaccine	\$31	\$36.65		
Flu (6-35 months)		\$29		
Community Health				

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Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Public Health			
Community Health	Flu Vaccine, 3 yrs & up, IM	\$29	\$29
	Seasonal Flu (quad)		\$33.96
	Rabies vaccine	\$229	
	Hepatitis A Vaccine	\$42	\$55.20
	Hepatitis B Vaccine	\$51	\$69
	MIMR Vaccine	\$74	\$78.31
	IPV	\$30.99	\$30.99
	Meningococcal Polysaccharide Vaccine	\$140	\$140
	Meningococcal Conjugate Vaccine	\$140	\$144.40
	Pneumonia Vaccine	\$66	
	Pre-exposure Rabies Vaccine	\$229	\$284.97
	Rabies Titer	\$42	\$42.00
	Varicella Vaccine	\$113	\$131.28
	Herpes Zoster (Shingles) Vaccine	\$201	\$201
	Tuberculosis Skin Test (PPD Skin Test)	\$12	\$20.00
	Hepatitis A (Pediatric)	\$35	\$19.30
	Hepatitis B (ped)		\$15.93
	Td	\$24.06	\$38.71
	Tdap	\$58	\$51.96
	Human Papilloma Virus	\$174	\$175.72
	Varivax	\$113	\$113
	Pneumococcal (PCV7)	\$147	\$93.19
	Rotovirus	\$91	\$91
	Insert Drug Implant Device	\$229.21	\$229.21
	Removal non-biodegradable drug delivery implant	\$102	\$146.76
	Removal with reinsertion, non-biodegradable drug delivery implant	\$228.40	\$228.40
	Diaphragm fitting	\$104.87	\$104.87
	Colpo w/o biopsy	\$125.68	\$125.68
	Colpo w/ biopsy	\$181.18	\$181.18
	IUD Insert	\$108.02	\$108.02
	IUD Removal	\$115.60	\$115.60
	Pregnancy Test (urine)	\$10.07	\$10.07
	IM Admin	\$17.25	\$17.25
	IM Admin (additional vaccine)	\$17.25	\$17.25
	OV, New, Minimal	\$50	\$50
	OV, New, Limited	\$116.44	\$116.44
	OV, Comprehensive	\$165.60	\$165.60
	OV, New, Detailed	\$243.23	\$243.23
	OV, New, Comprehensive	\$305.33	\$305.33
	OV, Est, Minimal	\$42.70	\$42.70
	OV, Est, Limited	\$71.16	\$71.16
	OV, Est, Expanded	\$98.33	\$98.33
	OV, Est, Detailed	\$152.66	\$152.66
	OV, Est, Comprehensive	\$227.20	\$227.20
	New FP Preventive Age Birth-1year		\$112.50
	New FP Preventive Age 1-4 years		\$112.50
	New FP Preventive Age 5-11	\$192.50	\$192.50
	New Preventive Age 12-17	\$211.25	\$211.25
	New Preventive Age 18-39	\$208.75	\$208.75
	New Preventive Age 40-64	\$248.75	\$248.75
	New Preventive age 65>years		\$268.75

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Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Public Health			
Community Health	Est Preventive age birth -1 year		\$112.50
	Est Preventive age 1-4 years		\$112.50
	Est Preventive age 5-11 years	\$182.50	\$157.50
	Est Preventive Age 12-17	\$197.50	\$182.50
	Est Preventive Age 18-39	\$197.50	\$197.50
	Est Preventive Age 40-64	\$197.50	197.50
	Est Preventive age 65>years		\$218.75
	Depo	\$48.80	
	IUD Device	\$483.61	\$483.61
	Levonorgestrel IU Contraceptive	\$596.50	\$596.50
	Etongestrel Implant System	\$596.50	\$596.50
	Childbirth Education Class	\$10.86	\$10.86
	Maternal Health Package 4-6 vs	\$425.25	\$425.25
	Maternal Health Package 7+ vs	\$760.78	\$760.78
	Destruction of Genital Warts Male		\$123.55
	TCA Vulva		\$125.42
	Fetal Non-Stress Test (FNST)		\$15.27
	Risk Screen - PMH		\$50
	IG-Immune Globulin		\$0
	Oral Nasal Admin only Vaccine given on DOS		\$17.25
	Oral Nasal Admin any other vaccine on the DOS		\$17.25
	HIB (pedvax)		\$24.60
	Prevnar 13		\$166.40
	DTaP		\$18.65
	DT Pediatric		\$35.41
	Gardasil-HPV Females/males 9-26 payor 6		\$169.66
	Trivalent Influenza Vaccine		\$29.00
	Pentacel (DTaP-IPV Hib)		\$80.43
	Kinrix (DTaP-IPV)		\$43.27
	Pediarix (DTaP-HepB-Polio)		\$95.78
	Health Ed. Child/parenting Class		\$8.71
	I-693 Form Completion		\$20
	Indiv Counseling 15 min.		\$0
	Indiv Counseling 30 min.		\$0
	Indiv Counseling 45 min.		\$0
	Indiv Counseling 60 min.		\$114.36
	Prev. Counseling/Centering Pregnancy		\$20.08
	Rhogam		\$112.14
	Twinrix		\$111.87
	Zoster		\$222.11
	DSV Counseling		\$0
	Behavioral health Counseling		\$0
	FP Pregnancy Test Counseling		\$0
	Postpartum Visit		\$0
	Depo-Provera Injection (use 5 mod. for waiver)		\$148
	DSV Referral		\$0
	BH Referral		\$0
	AV/Unplanned Pregnancy		\$0
	#PPD Positive		\$0
	#PPD Negative		\$0
	#PPD Not Read		\$0
	RN services up to 15 minutesX_____ units		\$19.50



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Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Public Health	STD Control Treatment (RN) X _____ units		\$19.50
	Phone Interpretation		\$0
	Hepatitis A (Adult)		\$44.73
Nutrition	Hepatitis B (Adult)		\$69
	Diabetes Self Management Training	\$52/ 30 minute increment unit individual; \$16/ 30 minute increment unit group	\$25.24/ 30 minute increment unit individual; \$14.14/ 30 minute increment unit group
	Diabetic Management (BCBS)	\$35.00	\$43.13
Dental	MINT initial visit, 15 minutes	\$33	\$30.90
	MINT subsequent visit, 15 minutes	\$29	\$27.32
	MINT group visit, 30 minute unit	\$8.98	\$8
	Periodic exam	\$41	\$41
	Limited oral exam, problem-focused	\$63	\$63
	Oral evaluation for a patient under 3 years	\$58	\$58
	Comp Oral Exam	\$73	\$73
	Detail/extensive oral examination	\$136	\$136
	Re-evaluation, limited, problem-focused	\$58	\$58
	Intraoral Complete	\$105	\$105
	Periapical, 1st Film	\$23	\$23
	Periapical, Addl Film	\$20	\$20
	Intraoral, Occlusal	\$36	\$36
	Bitewing, single	\$23	\$23
	Bitewing, 2 films	\$38	\$38
	Bitewings 3 Films	\$46	\$46
	Bitewing, 4 films	\$53	\$53
	Panoramic film	\$90	\$90
	Prophylaxis, adult	\$76	\$76
	Prophylaxis, child	\$55	\$55
Topical fluoride, mod to high caries risk patients	\$40	\$40	
Topical application of fluoride	\$40	\$40	
Sealant, per tooth	\$45	\$45	
Space maintainer, fixed, unilateral	\$263	\$263	
Space maintainer, fixed, bilateral	\$357	\$357	
Amalgam, one surface, primary or perm.	\$113	\$113	
Amalgam, 2 surfaces, primary or perm.	\$144	\$144	
Amalgam, 3 surfaces, primary or perm	\$174	\$174	
Amalgam, 4 or more surfaces, prim/perm	\$203	\$203	
Resin composite, 1 surface, anterior	\$133	\$133	
Resin composite, 2 surface, anterior	\$165	\$165	
Resin composite, 3 surface, anterior	\$201	\$201	
Resin composite, 4+ srf/involve incisal angle (anterior)	\$252	\$252	
Resin composite, crown, anterior	\$369	\$369	
Resin composite, 1 surface, posterior	\$144	\$144	
Resin composite, 2 surface, posterior	\$188	\$188	
Resin composite, 3 surface, posterior	\$236	\$236	
Resin composite, 4+ surfaces, posterior	\$281	\$281	

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Public Health	Dental		
	Prefabricated stainless steel crown, primary tooth	\$226	\$226
	Prefabricated stainless steel crown, permanent tooth	\$268	\$268
	Prefabricated resin crown	\$295	\$295
	Prefabricated esthetic coated	\$295	\$295
	Sedative filling	\$94	\$94
	Core buildup, incl. any pins	\$230	\$230
	Pin retention, per tooth, in addition to restoration	\$62	\$62
	Temp Crown (fractured tooth)	\$240	\$240
	Pulp Caps	\$20	\$20
	Therapeutic pulpotomy (excl final restoration) - remove pulp coronal to the dentinocemental jxn & application of medicament	\$165	\$165
	Endodontic Therapy Anterior Tooth, excl. final restor.	\$236	\$236
	Gingivectomy or gingivoplasty – 4+ contiguous teeth or bounded teeth spaces, per quadrant	\$563	\$563
	Periodontal scaling and root planing, 4+ teeth, per quadrant	\$206	\$206
	Periodontal scaling and root planing, 1-3 per quadrant	\$151	\$151
	Full mouth debridement	\$154	\$154
	Periodontal Maintenance	\$62	\$62
	Extraction, coronal remnants – deciduous tooth	\$126	\$126
	Extraction, erupted tooth	\$138	\$138
	Surgical extract, erupted tooth	\$228	\$228
	Removal of impacted tooth - soft tissue	\$263	\$263
	Removal Impacted Tooth (partially bony)	\$199	\$199
	Removal Impacted Tooth Completely Bony	\$199	\$199
Removal Impacted Tooth Completely Bony, Complications	\$230	\$230	
Surgical removal of residual tooth roots	\$256	\$256	
Incision & Drainage of Abscess, soft tissue	\$192	\$192	
Palliative (emergency) treatment of dental pain - minor procedure	\$103	\$103	
Analgesia/Nitrous Oxide	\$64	\$64	
Fluoride Child, without Prophy	\$31	\$31	
Fluoride Adult, without Prophy	\$31	\$31	
Prophy w/Fluoride Adult	\$51.69	\$51.69	
Oral Hygiene Instruction	\$46	\$46	
Laboratory			
Chemistry			
Basic Metabolic Panel	\$12.40	\$12.40	
Comprehensive Metabolic Panel	\$13.06	\$13.06	
Hepatic Function Panel	\$12.40	\$12.40	
Lipid Panel	\$21.18	\$21.18	
BUN (Blood Urea Nitrogen)	\$6.10	\$6.10	
Calcium	\$7.97	\$7.97	
Carbon Dioxide	\$7.56	\$7.56	
Chloride	\$7.10	\$7.10	
Creatinine (blood)	\$7.93	\$7.93	
Creatinine (urine)	\$8	\$8	
Glucose	\$6.07	\$6.07	
Potassium	\$7.10	\$7.10	
Sodium	\$7.45	\$7.45	
Albumin	\$7.66	\$7.66	
Bilirubin, Total	\$7.77	\$7.77	
Bilirubin, Direct	\$7.77	\$7.77	

FY 2014-15  
Fee and Other Charges Schedule

Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges	
Public Health Laboratory				
	Chemistry	Alkaline Phosphatase	\$8	
		Aspartate Amino Transferase (AST)	\$8	
		Alanine Amino Transferase (ALT)	\$8.18	
		Iron	\$10.03	
		Cholesterol, Total	\$6.72	
		Triglycerides	\$8.91	
		Uric Acid	\$6.99	
		Total Protein	\$5.66	
		Total Protein, Urine	\$5.66	
		Blood Glucose - Finger Stick		
		GTT - 3 hour		
		Venipuncture		
		Specimen Handling		
		Pregnancy Test, Urine - Result Positive+	\$10.07	
		Pregnancy Test, Urine - Result Positive-	\$10.07	
		HDL	\$13.01	
		Glucose Challenge (GCT)	\$7.55	
		CBC	\$10	
	Hematology		Blood Count w/ Platelet Count	\$10
			Hemoglobin	\$3.66
		Hematocrit	\$3.66	
		CBC with automated diff. & platelets	\$12.35	
		ABO	\$4.61	
		Rh	\$4.61	
		Antibody Screen	\$18.02	
		Ferritin	\$21.08	
		Folic Acid	\$22.74	
		Vitamin B12	\$23.31	
Immuno Assay		Free T4	\$13.95	
		TSH	\$25.21	
		βhCG	\$13.53	
		RPR	\$6.60	
		RPR Titer	\$6.83	
		Urinalysis	\$3.48	
		Urine Micro	\$4.70	
		Urine Culture	\$12.48	
		Urine, Specific Gravity	\$4.06	
		Wet Prep	\$5.90	
Microscopy		Gram Stain	\$6.60	
		Dark Field	\$9.80	
		Gonorrhea Culture	\$8.93	
		Chlamydia by DNA Probe	\$31	
		Chlamydia	\$38.97	
Microbiology		Gonorrhea	\$38.97	
		Medication dispensing	Fees are calculated based on Medication costs + Medicaid allowed dispensing fee	
		Pharmacy	Fees are calculated based on Medication costs + Medicaid allowed dispensing fee	
Register of Deeds				
		Copy fees - uncertified copies	\$ .25/page from copier; \$.10/page from computer	
		Copy fee - map	18 x 24 \$2, 11 x 17 \$3 (Kodak printer)	
		Instruments in general	\$26 for pages 1-15, then, \$4.00 each additional page	
		Multiple instruments as one, each	\$10	

FY 2014-15  
Fee and Other Charges Schedule

Department	Fee and Other Charge Type	FY 2013-14 Adopted Fees and Other Charges	FY 2014-15 Recommended Fees and Other Charges
Register of Deeds			
	Additional assignment instrument index reference, each	\$25	\$10
	Deeds of Trust and Mortgages	\$56 for 1st 15 pages \$4.00 for each additional page	\$56 for first 15 pages, \$4 for each additional page
	Non-standard document	\$25, plus recording fee	\$25, plus recording fee
	Probate	Free	Free
	Plats	\$21 each sheet	\$21 each sheet
	Right of way plans	\$21, \$5 each additional page	\$21, \$5 each additional page
	Certified copies	\$5 for first page, \$2 each additional page	\$5 for first page, \$2 each additional page
	Comparison of copy for certification	\$5	\$5
	Notary public qualification	\$10	\$10
	Marriage licenses:		
	Issuing a license	\$60	\$60
	Issuing a delayed certificate with 1 certified copy	\$30	\$30
	Proceeding for correction with 1 certified copy	\$20	\$20
	Certified Copies of birth, death and marriages	\$10	\$10

**Fees Collected by County Agencies**  
**FY 2014-15**  
**Durham County Fire Prevention and Protection Code**  
**Adopted Fee Schedule for Inspections, Permit Services and Violations**

<b>Penalties and Fees</b>		
<b>Ordinance Code #</b>	<b>Violation Description</b>	<b>Penalty Amount</b>
105.3.5	Permit not posted or kept on premises	\$65.00
307.2	Unpermitted open burning (Immediate)	\$750.00
308.3	Careless use of ignited object (Immediate)	\$750.00
603	Use of non-approved heating appliance	\$65.00
703.1	Breach in fire wall/fire stops	\$65.00
703.2.1	Fire or exit door inoperative	\$200.00
703.2.1	Fire tower door open (Immediate)	\$750.00
310.3	"No Smoking" signs not posted where appropriate	\$65.00
310.2	Smoking in prohibited areas (Immediate)	\$750.00
901.4	Sprinkler or fire alarm inoperable	\$200.00
Appendix C	Fire hydrants not complying with code	\$65.00
903.1	Sprinkler system not complying with code	\$65.00
905.1	Standpipe system not complying with code	\$65.00
315.2.1	Sprinkler head(s) blocked/covered (Immediate)	\$750.00
505.1	Street address numbers not posted	\$65.00
505.1	Street address numbers not visible	\$65.00
901	Sprinkler/standpipe needs testing	\$65.00
901	Fire alarm system needs testing	\$65.00
1005.1	Storage in or on fire escape (Immediate)	\$750.00
1005.1	Blocked egress (Immediate)	\$750.00
1005.1	Locked exit doors (Immediate)	\$750.00
1005.1	Overcrowding (Immediate)	\$750.00
1003.2.8	Fire exit or aisle blocked (Immediate)	\$750.00
315.2.2	Storage in or on fire escape (Immediate)	\$750.00
1003.3	Exit or egress door needs repair	\$65.00
315.2.2	Blocked stairwells or stairways (Immediate)	\$750.00
1003.2.10	Exit illumination and marking	\$65.00
1003.2.10.2	Absence of required exit directional signs	\$65.00
404.1	Approved fire evacuation plan required	\$65.00
404.3	Fire drill performance not acceptable	\$65.00
405.2	No monthly fire drill reported	\$65.00
3405.3	Improper use of flammable liquids (Immediate)	\$750.00
3404.3.3	Flammable liquid not stored according to code	\$65.00
3405.3	Improper dispensing of flammable liquid (Immediate)	\$750.00
3402.2.10	Above-ground tanks not diked	\$65.00
2703.2.4	Tank installation not according to code	\$65.00
3404	Tank storage not according to code	\$65.00
1504.1	Spray painting in non-approved area	\$65.00
1504.1.2	Spray booth not complying to code	\$65.00
3003.3	Compressed gas cylinders not secured	\$65.00
105.1.2	No hazardous materials permit	\$65.00
2704	Chemical storage is not according to code	\$65.00
1003.7.2.5	Maximum occupancy not posted	\$65.00
308.5	Use of open flame cooking device	\$65.00
105.2.2	Failure to get tank work permit prior to work	\$500.00

# Fees Collected by County Agencies

FY 2014-15

## Durham County Fire Prevention and Protection Code

### Adopted Fee Schedule for Inspections, Permit Services and Violations

Penalties and Fees (continued)		
105.2	Failure to obtain permits required by code	\$500.00
112.1	All other violations of the code	\$65.00
<p><i>NOTE: The term "Immediate" as it appears above means that the Fire Marshal's Office may issue a citation immediately and the violation must be corrected by the violating party immediately.</i></p>		
Fire Prevention Permit Fees		
<p>Section 1: The fees set forth in this section are fixed for the issuance of the permits required by the Fire Prevention Code. Such permits, unless stated otherwise on the face of the permit, shall be valid for a period of one year from the date of issue, subject to revocation for failure to comply with the fire Prevention Code. Renewal of permits shall be subject to fees in effect for the period of</p>		
Technical Code #	Activities Requiring Permits	Fee
105.6.2	Amusement Buildings	\$65.00
105.7.1	Automatic Fire Extinguishing Systems	\$65.00
105.6.3	Aviation Facilities	\$65.00
105.6.5	Battery Systems	\$65.00
105.6.9; 105.7.2	Compressed Gases	\$65.00
105.6.9	Covered Malls, Buildings	\$65.00
105.6.12	Cutting and Welding	\$65.00
105.6.16	Fire Hydrants and Valves	\$65.00
105.6.9	<b>Manufacturing, Storage, Handling, &amp; Sale or use of explosives, fireworks, explosive material (60-day permit)</b>	\$150.00
105.7.3	Fire Alarm & Detection Systems & Related Equipment	\$50.00
105.7.4	Fire Pumps & Related Equipment	\$65.00
105.6.17	Flammable and Combustible Liquids (per site or service station)	\$65.00
105.6.20	Fumigation & Thermal Insecticide Fogging	\$65.00
105.7.6	Hazardous Materials	\$65.00
105.6.23	High-Pressure Storage	\$65.00
105.6.22	HPM Facilities	\$200.00
105.7.7	Industrial Ovens	\$65.00
105.6.28	Liquefied Petroleum Gas	\$65.00
105.6.26	Lumber Yards & Woodworking Plants	\$65.00
105.6.29	Magnesium	\$65.00
105.6.30	Miscellaneous Combustible Storage	\$65.00
105.6.34	Places of Assembly	\$65.00
105.6.35	Private Fire Hydrants	\$65.00
105.6.37	Pyroxylin Plastics	\$65.00
105.6.38	Refrigeration Equipment	\$65.00
105.6.39	Repair Garages, Service Stations	\$65.00
105.6.41	Spraying or Dipping	\$65.00
105.7.11	Stand Pipe Systems	\$65.00
105.6.42	Storage of Scrap Tires & Tire Byproducts	\$65.00
105.6.45	Waste Handling	\$65.00
105.6.46	Wood Products	\$65.00
105.7.5	Installation, abandonment, removal, or retrofitting of any AGST, UGST, Pipeline (per site) (add \$75.00 per tank removed or installed)	\$150.00
<p><i>All other permit fees required by the Technical Code and not listed shall be \$65.00</i></p>		

# Fees Collected by County Agencies

FY 2014-15

## Durham County Fire Prevention and Protection Code

### Adopted Fee Schedule for Inspections, Permit Services and Violations

<b>User Fees</b>	
Description	Fee
Plans Review for all Life Safety Permits:	
Subdivision (plus \$20 per fire hydrant required)	\$30.00
Building - New and Renovations:	
Building less than 5,000 sq. ft.	\$75.00
Building 5,000 - 10,000 sq. ft.	\$125.00
Building 10,000 sq. ft. or more (plus \$25 per 5,000 sq. ft. over 10,000 sq. ft.)	\$125.00
Hazardous Chemicals:	
Class A - 55 gals. or 500 lbs.	\$50.00
Class B - 55 to 550 gals. or 550 to 5,000 lbs.	\$200.00
Class C - 550 to 5,500 gals. or 5,000 to 50,000 lbs.	\$300.00
Class D - 5,500 gals. or 50,000 lbs.	\$400.00
<b>Inspection Fee Schedule</b>	
All owners or tenants of buildings in Durham County, which are required to be inspected by the Durham County Fire Marshal's Office are subject to the following inspection fee schedule:	
Inspection Activities	Fee
Periodic Inspection	None
First inspection pursuant to permit application	None
First re-inspection for non-compliance if code requirements are met	None
First re-inspection for non-compliance if code requirements are not met	\$200.00
Second and subsequent re-inspections for non-compliance	\$400.00

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Fee Type	FY 2013-14 Adopted Fee	FY 2014-15 Recommended Fee	Change from Previous Fiscal Year
<b>Part 4-101 (Building Fees)</b>			
<b>Schedule A</b>			
New residential dwellings (1 and 2 family, including townhouse unit ownership)			
Up to 1,200 sq. ft. (gross area)	\$146	\$146	same
1,201 to 1,800 sq. ft.	\$325	\$325	same
1,801 to 2,400 sq. ft.	\$400	\$400	same
2,401 to 3,000 sq. ft.	\$456	\$456	same
3,001 to 3,600 sq. ft.	\$537	\$537	same
3,601 to 4,200 sq. ft.	\$650	\$650	same
4,201 to 5,000 sq. ft.	\$740	\$740	same
5,001 sq. ft. and over	\$810	\$810	same
<b>Schedule B</b>			
New multi-family residential buildings (apartments, condominiums, triplex and fourplex)			
1 <sup>st</sup> unit	\$300	\$300	same
Each additional unit, per building	\$150	\$150	same
<b>Schedule C</b>			
Accessory buildings			
No footing	\$50	\$50	same
Footing	\$100	\$100	same
<b>Schedule D</b>			
Residential renovations and additions			
Additions			
\$0 to \$10,000 - no footing (add \$40 if footing required)	\$125	\$125	same
\$10,000 and over - no footing (add \$40 if footing required)	\$250	\$250	same
Interior renovations			
\$0 to \$10,000	\$125	\$125	same



Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

\$10,000 and over	\$250	\$250	same
<b>Schedule E</b>			
Nonresidential Buildings (Cost will be based on construction contracts unless a reason is identified to base cost on other information):			
\$0 to \$5,000	\$104	\$104	same
\$5,001 to \$50,000	\$104	\$104	same
(plus \$7.80 per 1,000 or fraction thereof over \$5,000)			
\$50,001 to \$100,000	\$456	\$456	same
(plus \$6.60 per 1,000 or fraction thereof over \$50,000)			
\$100,001 to \$500,000	\$786	\$786	same
(plus \$4.32 per 1,000 or fraction thereof over \$100,000)			
Over \$500,000	\$2,513	\$2,513	same
(plus \$1.25 per 1,000 or fraction thereof over \$500,000)			
<b>Schedule F</b>			
Miscellaneous			
Mobile home (unit installation and foundation)	\$150	\$150	same
Modular unit (unit installation and foundation)	\$200	\$200	same
Moving permit (including new foundation)	\$125	\$125	same
Demolition permit			
Up to 5,000 sq. ft.	\$75	\$75	same
Over 5,000 sq. ft. (no additional cost per 1,000)	\$150	\$150	same
Demolition associated with forthcoming permit	\$75	\$75	same
Residential reroofing (addition)	\$75	\$75	same
Commercial roofing/reroofing			
\$0 to \$20,000	\$100	\$100	same
Over \$20,000	\$150	\$150	same
Residential decks (1 and 2 family)	\$100	\$100	same

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Change of occupancy permit (if no building permit is otherwise required/no construction necessary)	\$50	\$50	same
Reinspection fees			
Not ready for inspection	\$100	\$100	same
8 or more code violations found	\$100	\$100	same
2 <sup>nd</sup> reinspection	\$100	\$100	same
3 <sup>rd</sup> reinspection	\$200	\$200	same
4 <sup>th</sup> reinspection	\$300	\$300	same
Search and duplication fee for past permit, inspection and Certificate of Compliance records	\$10/page	\$10/page	same
Issuance of duplicate placard	\$5	\$5	same
Work begun without permit	Double fee	Double fee	same
Voiding of permits (no maximum)	15% of permit cost	15% of permit cost	same
Stocking approval	\$50	\$100	\$50
Partial occupancy approval	\$50	\$200	\$150
Posting of occupancy (not associated with a permit)	\$50	\$50	same
Homeowner's recovery fund	\$10	\$10	same
Change of impervious surface on a permit		\$250	new
Plans Review - re-review (applies to each trade re-review)			
1st re-review		\$0	new
2nd re-review		\$200	new
3rd re-review		\$300	new
Floodplain development permit (small; does not require review of a flood study or approval by an elected body)	\$150	\$150	same
Floodplain development permit (large; does require review of a flood study or approval by an elected body)	\$500	\$500	same
<b>Part 4-102 (Sign Fees)</b>			
The following schedule of fees applies to permits required by the Unified Development Ordinance (UDO)			
Freestanding signs, per sign	\$75	\$75	same

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Temporary signs, per sign	\$50	\$50	same
All other signs requiring sign permits, per sign	\$17.00	\$17.00	same
Minimum fee for any sign permit	\$50	\$50	same
Work not ready and reinspection. When a permit holder has failed to have work ready for a required inspection after having called for such an inspection, the permit holder shall pay a fee of \$50. When a permit holder has failed to correct any code violation(s) which had been cited on a previous called inspection, any subsequent inspection necessary to approve the work shall constitute an extra inspection and the permit holder shall pay a fee according to the following schedule:			
2 <sup>nd</sup> reinspection	\$50	\$50	same
3 <sup>rd</sup> reinspection	\$75	\$75	same
4 <sup>th</sup> reinspection	\$100	\$100	same
Any inspection, other than an extra inspection, which is performed to determine that the work authorized by the sign permit meets the requirements of applicable laws and regulations, shall be performed without further charge.			
Work begun without permit	Double fee	Double fee	same
Voiding of permits (no maximum)	15% of permit cost	15% of permit cost	same
<b>Part 4-103 (Temporary Electrical Service)</b>			
Application for permit for temporary electrical service	\$100	\$100	same
Each additional inspection	\$50	\$50	same
<b>Part 4-104 (Electric Wiring and Equipment)</b>			
<b>Schedule A</b>			
New residential (1 and 2 family, including townhouse unit ownership)			

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Multi-family residential (apartments, condominium, triplex and fourplex)			
100 to 200 amp service	\$156	\$156	same
400 amp service	\$187	\$187	same
<b>Schedule B</b>			
Outlets			
1 to 10 outlets	\$21	\$21	same
Each additional outlet	\$0.83	\$0.83	same
<b>Schedule C</b>			
Fixtures			
1 to 10 fixtures	\$21	\$21	same
Each additional fixture	\$0.83	\$0.83	same
<b>Schedule D</b>			
Motors and generators of one-sixth horsepower (hp) or larger			
Electric motors and generators			
Minimum charge	\$18	\$18	same
Each motor	\$3.22	\$3.22	same
Additional charge per hp or fraction thereof, applied against total hp	\$0.62	\$0.62	same
<b>Schedule E</b>			
Branch circuits supplying appliances, devices or equipment			same
Disposal under 1 hp	\$10.90	\$10.90	same
Dryers and dishwashers	\$10.90	\$10.90	same
Electric water heaters or boilers	\$10.90	\$10.90	same
Electric signs and outline lighting			same
1 <sup>st</sup> circuit	\$10.90	\$10.90	same
Each additional circuit for same sign	\$3.22	\$3.22	same
Electric heat			same
Wall or baseboard heaters, 1 <sup>st</sup> unit	\$10.90	\$10.90	same

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Each additional unit	\$3.95	\$3.95	same
Electric unit heaters			same
1 <sup>st</sup> kW	\$10.90	\$10.90	same
Each additional kW	\$1.56	\$1.56	
Electric furnaces, duct heating units, supplementary or auxiliary units installed in ducts or plenums			
1 <sup>st</sup> kW	\$10.90	\$10.90	same
Each additional kW	\$1.56	\$1.56	
All other devices, appliances or equipment which are installed on individual branch circuits and not covered in other schedules, each	\$10.90	\$10.90	same
<b>Schedule F</b>			same
Miscellaneous wiring not covered in Schedules A, B, C, D, E			
Lampholders for marquee and/or festoon lighting	\$55	\$55	same
Service equipment as determined by ampacity of buses in equipment			same
Up to 100 amperes	\$34	\$34	same
Each additional 100 amperes or fraction thereof	\$6.97	\$6.97	
Transformers, dry or liquid type, each			same
Up to 45 kVA	\$33	\$33	same
46 to 150 kVA	\$43	\$43	
Over 150 kVA	\$55	\$55	
Feeders of all types			same
Each feeder up to 100 amps	\$10.90	\$10.90	same
Additional charge per 100 amps or fraction thereof applied against total ampacity after deducting 100 amps per feeder	\$1.56	\$1.56	same
<b>Schedule G</b>			
Miscellaneous			
Solar panel inspections			

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Residential			\$100	new
Commercial roof top			\$150	new
Commercial ground-mounted			\$150	new
Commercial ground-mounted, charge per trip for 3rd and subsequent inspections			\$50	new
Service or saw pole - 1 inspection only		\$65	\$65	same
Service or saw pole - extra inspection, each (instead of 2nd, 3rd, and 4th reinspection fees listed below in this Schedule G)		\$47	\$47	same
Temporary service connection - commercial		\$150	\$150	same
Mobile home - 1 inspection		\$65	\$65	same
Mobile home - extra inspection, each (instead of 2nd, 3rd, and 4th reinspection fees listed below in this Schedule G)		\$47	\$47	same
Modular unit		\$69	\$69	same
Commercial reinspection		\$65	\$65	same
Minimum electrical permit fee		\$65	\$65	same
Reinspection fees				same
Not ready for inspection		\$100	\$100	same
5 or more code violations found		\$100	\$100	same
2 <sup>nd</sup> reinspection		\$100	\$100	same
3 <sup>rd</sup> reinspection		\$200	\$200	same
4 <sup>th</sup> reinspection		\$300	\$300	same
HVAC replacement - one inspection			\$65	new
HVAC replacement - additional inspections, each (instead of 2nd, 3rd, and 4th reinspection fees listed below in this Schedule G)			\$50	new
Work begun without a permit		Double fee	Double fee	same
Voiding of permits (no maximum)		15% of permit cost	15% of permit cost	same
Minimum fee for any permit requiring a rough-in inspection:				

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Commercial	\$150	\$150	same
Residential	\$100	\$100	same
<b>Part 4-105 (Mechanical (Heating and Air) Code-related)</b>			
<b>Schedule A</b>			
Residential (One- and Two-Family, including Townhouses and Condominiums, per Dwelling Unit or Side):			
Installation of a heating/cooling system with any concealed ductwork or component	\$125	\$125	same
Replacement or conversion of a heating/cooling system - 1st inspection	\$65	\$65	same
Subsequent inspections, each (instead of 2nd, 3rd, and 4th reinspection fees listed below in this Schedule G)	\$50	\$50	new
Installation of fireplace stoves, factory-built fireplaces, floor furnaces and wall furnaces	\$52	\$52	same
Gas piping	\$65	\$65	same
Fuel Lines	\$65	\$65	new
<b>Schedule B</b>			
Multi-family residential (Apartments, Triplexes and Fourplexes):			
Installation of a heating/cooling system (each dwelling unit)	\$64	\$100	\$36
Replacement or conversion of a heating/cooling system	\$52	\$65	\$13
Subsequent inspections, each (instead of 2nd, 3rd, and 4th reinspection fees listed below in this Schedule G)	\$50	\$50	new
<b>Schedule C</b>			

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Nonresidential heating/cooling: Installation of heating/cooling system, including boiler, furnace, duct heater, unit heater, air handling units and air distribution system				
Upfits per sq. ft. (minimum \$98; maximum \$3,000)	\$0.058	\$0.058		same
Heating system in total BTU input per floor or per individual system				
0 to 150,000	\$131	\$131		same
150,001 to 300,000	\$205	\$205		same
300,001 to 500,000	\$290	\$290		same
500,001 to 1,000,000	\$426	\$426		same
1,000,001 to 2,500,000	\$510	\$510		same
2,500,001 to 5,000,000	\$644	\$644		same
5,000,001 to 10,000,000	\$774	\$774		same
Over 10,000,000	\$929	\$929		same
Replacement of any component of heating/cooling system such as furnace, boiler, unit heater, duct heater, condensate	\$70	\$70		same
<b>Schedule D</b>				
Commercial cooling (with separate distribution system): Installation of a complete cooling system, including the distribution system and air handling units, with either a condenser, receiver, cooling tower or evaporative condenser coils				
Cooling or chiller in total tons:				
0 to 25 tons	\$83	\$83		same
Over 25 tons	\$166	\$166		same
Replacement of any component of cooling system	\$83	\$83		same
<b>Schedule E</b>				



Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Commercial ventilation and exhaust systems: Installation of ventilation and/or exhaust systems, including fans, blowers and duct systems for the removal of dust, gases, fumes, vapors, etc.			
Total motor horsepower			
0 to 5	\$72	\$72	same
6 to 15	\$111	\$111	same
16 to 25	\$178	\$178	same
26 to 50	\$219	\$219	same
Over 50	\$262	\$262	same
<b>Schedule F</b>			
Hood for commercial type cooking, per hood	\$70	\$70	\$80
Minimum fee for any heating/cooling permit or ventilation:	\$52	\$52	\$13
<b>Schedule G</b>			
Reinspection fees			
4 or more code violations	\$100	\$100	same
Not ready for inspection	\$100	\$100	same
2 <sup>nd</sup> reinspection	\$100	\$100	same
3 <sup>rd</sup> reinspection	\$200	\$200	same
4 <sup>th</sup> reinspection	\$300	\$300	same
Work begun without a permit	Double fee	Double fee	same
Voiding of permits (no maximum)	15% of permit cost	15% of permit cost	same
<b>Part 4-106 (Plumbing)</b>			
<b>Schedule A</b>			
New residential construction; 1 and 2 family, including townhouse unit ownership; installation of new plumbing fixtures, building water and sewer service			
All dwellings	\$170	\$170	same
See Note 1.			
<b>Schedule B</b>			

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

New multi-family construction (3 and 4 family apartments); installation of new plumbing fixtures, building water and sewer			
Per fixture	\$6.24	\$6.24	same
Minimum, per building	\$127	\$127	same
See Note 1.			
<b>Schedule C</b>			
New non-residential; installation of new plumbing fixtures, building water and sewer			
Per fixture	\$7.90	\$7.90	same
Minimum (without water and sewer)	\$187	\$187	same
Minimum (with water and sewer)	\$265	\$265	same
See Note 1.			
<b>Schedule D</b>			
Additions, residential and non-residential; installation of new plumbing fixtures, building water and sewer			
1 to 2 fixtures	\$65	\$65	same
3 to 7 fixtures	\$94	\$94	same
8 to 15 fixtures	\$119	\$119	same
Over 15 fixtures (per fixture)	\$7.90	\$7.90	same
See Note 1.			
<b>Schedule E</b>			
Fixture replacement; no change to rough-in			
1 to 4 fixtures	\$65	\$65	same
5 fixtures and over			same
Per fixture	\$6.86	\$6.86	same
Electric water heater (permit required)	\$65	\$65	same
See Note 1.			
<b>Schedule F</b>			
Miscellaneous			
Residential sprinkler permit	\$170	\$170	new
Gas piping	\$65	\$65	same

Fees Collected by County Agencies

FY 2014-15  
Durham City-County Inspections Department Building Permit Fee Schedule

Mobile home	\$65	\$65	same
Modular unit	\$78	\$78	same
Not listed above but has water or sewer connection	\$65	\$65	same
Reinspection fees			
4 or more code items	\$100	\$100	same
Not ready for inspection	\$100	\$100	same
1 <sup>st</sup> reinspection	\$100	\$100	same
2 <sup>nd</sup> reinspection	\$200	\$200	same
3 <sup>rd</sup> reinspection	\$300	\$300	same
Work begun without a permit	Double fee	Double fee	same
Voiding of permits (no maximum)	15% of permit cost	15% of permit cost	same
See Note 1.			
Note 1: For inspections under all Schedules in this Part 4-106: When due to the length of water or sewer work more than two trips are required, an additional charge for each trip after the second trip is imposed, of \$50.00.			
<b>Part 4-107 (Surcharge for Paper Application)</b>			
\$5 surcharge added to the total fee for each plumbing, electrical or mechanical application submitted manually (paper submittal) as opposed to electronic submittal (paperless submittal)	\$5	\$5	same

# Fees Collected by County Agencies

## FY 2014-15 Durham City-County Planning Department Fee Schedule

Fee Type	FY 2013-14 Adopted Fee	FY 2014-15 Recommended Fee	Change from Previous Fiscal Year
<b>Zoning Map Change (Rezoning)</b>			
Residential, not multi-family, 1 acre or less	\$750 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$750 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Modification to existing design guidelines (only)	\$750 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$750 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Residential, not multi-family or PDR, greater than 1 acre and less than 20 acres	\$2,250, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$2,250, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Residential, not multi-family or PDR, greater than 20 acres	\$3,500, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$3,500, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
PDR	\$4,500, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$4,500, plus \$55 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Office, residential multi-family, commercial, industrial or research zones	\$4,000, plus \$65 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%.	\$4,000, plus \$65 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%.	same
Development Plan as Site Plan/Preliminary Plat			same
<b>Board of Adjustment Applications</b>			
Custodial care (single residential unit on same lot as primary residential unit, for custodial care purposes)	\$75, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$75, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Small day care use permit (up to 12 persons being cared for)	\$475, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$475, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Non-revenue generating single-family use permit (fences, etc.)	\$475, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$475, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Wireless communication facilities use permit	\$3,165, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000 for independent professional consultant review	\$3,165, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000 for independent professional consultant review	same
Appeal	\$300, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$300, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
All other Board of Adjustment applications (any other use permit, variance, etc.)	\$1,300, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$1,300, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
<b>Major Special Use Permit Applications</b>			
Wireless communication facilities use permit	\$3,165, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000 for independent professional consultant review	\$3,165, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000 for independent professional consultant review	same
Traffic impact analysis (TIA) use permit	\$2,025, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$2,025, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
All other major special use permit applications	\$2,025, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$2,025, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
<b>Site Plans</b>			
Administrative site plan (site plans that require Planning Department review only)	\$150, plus technology surcharge of 4%	\$150, plus technology surcharge of 4%	same
Simplified site plan (small - less than 1,000 sq. ft. of new building area, 1 acre disturbed area, 5% increase in parking area or minor amendments to site plan of record that do not involve changes to the SIA)	\$1,000, plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$1,000, plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Simplified site plan (large - more than 1,000 sq. ft. of new building area, 1 acre disturbed area or other improvements that do not qualify in other categories)	\$2,500, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$2,500, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same

# Fees Collected by County Agencies

## Durham City-County Planning Department Fee Schedule FY 2014-15

Fee Type	FY 2013-14 Adopted Fee	FY 2014-15 Recommended Fee	Change from Previous Fiscal Year
Minor site plan	\$3,500, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$3,500, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Major site plan	\$4,000, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit, plus technology surcharge of 4%; plus surcharge for letter notice on those projects requiring governing body approval, plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$4,000, plus \$25 per 1,000 sq. ft. of gross building area (rounded up), or \$25 per lot, or \$25 per attached dwelling unit, plus technology surcharge of 4%; plus surcharge for letter notice on those projects requiring governing body approval, plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Landscape extensions	Major non-residential greater than 25,000 square feet in gross floor area - \$300, minor non-residential less than 25,000 sq. ft. in gross floor area - \$150, residential \$75 per lot, plus technology surcharge of 4%	Major non-residential greater than 25,000 square feet in gross floor area - \$300, minor non-residential less than 25,000 sq. ft. in gross floor area - \$150, residential \$75 per lot, plus technology surcharge of 4%	same
Floodplain Development Permit (Small)	Floodplain Development Permit initiated through the Planning Department that does not require review of a flood study or approval by an elected body - \$150.00 plus Technology surcharge of 4%, applicable following initial and first re-review and charged for each subsequent review	Floodplain Development Permit initiated through the Planning Department that does not require review of a flood study or approval by an elected body - \$150.00 plus Technology surcharge of 4%, applicable following initial and first re-review and charged for each subsequent review	same
Floodplain Development Permit (Large)	Floodplain Development Permit initiated through the Planning Department that does require review of a flood study or approval by an elected body - \$500.00 plus Technology surcharge of 4%, applicable following initial and first re-review and charged for each subsequent review	Floodplain Development Permit initiated through the Planning Department that does require review of a flood study or approval by an elected body - \$500.00 plus Technology surcharge of 4%, applicable following initial and first re-review and charged for each subsequent review	same
Development Plan as Site Plan/Preliminary Plat	Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%	Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%	same
<b>Subdivision Plats</b>			
Preliminary plat	\$3,400, plus \$25 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$3,400, plus \$25 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Preliminary plat, cluster or conservation subdivision	\$4,000, plus \$25 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$4,000, plus \$25 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Final plats	\$700, \$25 per lot, plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	\$700, \$25 per lot, plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee	same
Exempt final plats	\$75, plus technology surcharge of 4%	\$75, plus technology surcharge of 4%	same
Landscape extensions	Major non-residential greater than 25,000 square feet in gross floor area - \$300, minor non-residential less than 25,000 sq. ft. in gross floor area - \$150, residential \$75 per lot, plus technology surcharge of 4%	Major non-residential greater than 25,000 square feet in gross floor area - \$300, minor non-residential less than 25,000 sq. ft. in gross floor area - \$150, residential \$75 per lot, plus technology surcharge of 4%	same
Development Plan as Site Plan/Preliminary Plat	Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%	Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus Technology Surcharge of 4%	same
<b>Historic Preservation Fees</b>			
Historic landmark designation	\$500, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	\$500, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	same
Certificate of Appropriateness - Historic Preservation Commission Review	\$150, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	\$150, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	same
Certificate of Appropriateness - Administrative Review	\$25, plus technology surcharge of 4%	\$25, plus technology surcharge of 4%	same
Historic Signs	\$150, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	\$150, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	same
<b>Other Fees</b>			

# Fees Collected by County Agencies

## FY 2014-15 Durham City-County Planning Department Fee Schedule

Fee Type	FY 2013-14 Adopted Fee	FY 2014-15 Recommended Fee	Change from Previous Fiscal Year
Re-review fees (applicable to all development applications)	Half of filing fee, no limit, plus technology surcharge of 4%, applicable to all reviews following initial and first re-review and charged for each subsequent review, unless the only outstanding comments are new staff-generated comments	Half of filing fee, no limit, plus technology surcharge of 4%, applicable to all reviews following initial and first re-review and charged for each subsequent review, unless the only outstanding comments are new staff-generated comments	same
Landscape re-inspection fees	\$100, plus technology surcharge of 4% for first re-inspection, for each subsequent re-inspection the fee will increase by \$104 (example 1 <sup>st</sup> - \$104, 2 <sup>nd</sup> - \$208, 3 <sup>rd</sup> - \$312, etc.)	\$100, plus technology surcharge of 4% for first re-inspection, for each subsequent re-inspection the fee will increase by \$104 (example 1 <sup>st</sup> - \$104, 2 <sup>nd</sup> - \$208, 3 <sup>rd</sup> - \$312, etc.)	same
Land use plan amendment	\$2,100, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	\$2,100, plus technology surcharge of 4%, plus surcharges for advertising and letter notice	same
Common signage plan review	\$175, plus technology surcharge of 4%	\$175, plus technology surcharge of 4%	same
Banner plan review (only)	\$75, plus technology surcharge of 4%	\$75, plus technology surcharge of 4%	same
Street/Alley closing	\$800, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	\$800, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs	same
Street/Alley renaming	\$600, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus full reimbursement cost for street sign replacement	\$600, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus full reimbursement cost for street sign replacement	same
UDO ordinance text amendment	\$3,000, plus technology surcharge of 4%, plus surcharge for advertising and letter notice	\$3,000, plus technology surcharge of 4%, plus surcharge for advertising and letter notice	same
Zoning and business verification letters	\$15, plus technology surcharge of 4%	\$15, plus technology surcharge of 4%	same
Home occupation permit	\$25, plus technology surcharge of 4%	\$25, plus technology surcharge of 4%	same
Formal letter of interpretation	\$40, plus technology surcharge of 4%	\$40, plus technology surcharge of 4%	same
Vested rights determination	\$1,500, plus technology surcharge of 4%	\$1,500, plus technology surcharge of 4%	same
Costs for departmental publications	Publications presently available: \$5; reproductions or new publications will be priced according to costs	Publications presently available: \$5; reproductions or new publications will be priced according to costs	same
Large format copies	\$1 per sq. ft. (ex.: a 3 ft. x 6 ft. map equals 18 sq. ft. for a copying charge of \$18)	\$1 per sq. ft. (ex.: a 3 ft. x 6 ft. map equals 18 sq. ft. for a copying charge of \$18)	same
Limited Agricultural Permit	\$25.00 plus Technology surcharge of 4%	\$25.00 plus Technology surcharge of 4%	same
Architectural Review (per Section 3.24 of the Durham Unified Development Ordinance)	\$150.00 plus Technology surcharge of 4%	\$150.00 plus Technology surcharge of 4%	same
<b>Surcharges</b>			
Newspaper advertising for zoning map change, land use plan amendment and street closings	\$460	\$460	same
Newspaper advertising for Board of Adjustment, major special use permit, street renaming, vested rights determination, certificates of appropriateness and historic landmark designations	\$230	\$230	same
Newspaper advertising for UDO text amendment	\$690	\$690	same
Letter notice for zoning map change, land use plan amendment, major site plan, preliminary plat	\$95	\$95	same
Letter notice for Board of Adjustment, major special use permit, street renaming or street closing, Certificates of Appropriateness and historic landmark designations	\$53	\$53	same
Signs	Zoning map change, Board of Adjustment, major special use permit, street renaming or street closing: \$100; if multiple signs are necessary to adequately notify neighbors, multiple signs will be charged for at the case intake at the rate of \$100 per sign	Zoning map change, Board of Adjustment, major special use permit, street renaming or street closing: \$100; if multiple signs are necessary to adequately notify neighbors, multiple signs will be charged for at the case intake at the rate of \$100 per sign	same

**FY 2014-2015 Non-Profit Funding**

Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>A Helping Hand</b> promotes self-sufficiency, quality of life and the highest level of independence for older adults and individuals with disabilities. Care focuses on escorted transportation to access health care, get groceries, as well as in-home assistance with medication reminders, meal preparation and household chores. Request is for salary support of the Director of Client Services and the Program Director.	\$15,000	\$26,404	\$15,000
<b>Achievement Academy</b> provides educational and case management services to teens and young adults who have dropped out of high school and wish to restart their education. Grant request is for salary and operational support for the Starting Points program and instructor.	\$20,000	\$25,000	\$20,000
<b>African American Dance Ensemble, Inc.</b> preserves and shares the finest traditions of African and African American dance and music through research, education and entertainment. The request is for salary and operational support of MZIMA, an exercise and cultural learning program.	\$5,000	\$10,000	\$5,000
<b>Assistance League of the Triangle</b> provides elementary school children in need with new clothing, new shoes school supplies and personal care items through their Operation School Bell program. Requested funding is for operational materials.	\$0	\$2,160	\$0
<b>Big Brothers Big Sisters of the Triangle</b> provides free community-based and school-based mentoring services to children. Community-based mentoring services match children with an adult volunteer who serves as a stable role model. The school-based program features mentors who volunteer during and after school to assist children with school work or social skills. Grant request is for salary support.	\$15,005	\$25,000	\$15,005
<b>Bridge II Sports</b> works to create opportunities for children and adults who are physically challenged to play team and individual sports by providing equipment, developing sports, teams, and coaching. Grant request is for salary and operational support.	\$6,000	\$40,000	\$6,000

**FY 2014-2015 Non-Profit Funding**

Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<p><b>Child and Parent Support Services, Inc.</b> works to prevent child abuse and neglect through weekly or bi-weekly home visits (in both English and Spanish) using the Parents as Teachers curriculum for up to 3 years primarily for first-time parents with multiple risk factors. Services will include home visitation, parent group meetings, periodic developmental screening and monitoring of immunizations, and case management and referrals to community services. Grant request is for salary support of bilingual clinician.</p>	\$11,237	\$13,828	\$11,237
<p><b>Child Care Services Association</b> provides child care referral and consultation services, subsidies to help low and moderate income working families, support services that help child care providers operate more efficiently, technical assistance to child care centers and public policy research/advocacy of early care/education. Services are free of charge and in English and Spanish. Grant request is for support of one Family Support Counselor and operational expenses.</p>	\$29,783	\$29,783	\$29,783
<p><b>Clean Energy Durham</b> will partner with Durham Community Land Trustees (DCLT) to provide energy savings education training and supplies to DCLT residents. The DCLT approach serves low and moderate income people who pay a higher percentage of their income for household energy use by providing training and energy efficient supplies to undertake simple energy upgrades to their own housing units. Grant request is for salary and operational support.</p>	\$5,000	\$12,970	\$5,000
<p><b>Communities in Schools of Durham, Inc.</b> seeks to improve outcomes for children by altering the quality of their relationships (with parents, teachers, peers, etc.) through the IY-Parent program. The program provides caregivers with new parenting strategies and a network of support. Family outcomes include increased positive and nurturing parenting, reduced critical and violent discipline approaches, including replacing spanking with positive strategies, increased child self-esteem, self-confidence, and positive relationships with parents. Request is for salary and operational support.</p>	\$0	\$15,000	\$0
<p><b>D3 Community Outreach, Inc.</b> empowers and encourages disconnected youth and young adults to learn the competencies of entrepreneurs that support the successful transition to become gainfully employed and self-sufficient. C.O.R.E. is a comprehensive program providing entrepreneurship training, vocational training, academic support and life-skill counseling. Request is for salary and operational support.</p>	\$5,000	\$15,000	\$5,000



FY 2014-2015 Non-Profit Funding			
Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Dress for Success Triangle NC</b> helps low-income women enter and return to the workforce by providing professional attire, career development tools, professional training and a network of support to help them thrive in work and life through their job readiness program. Grant request is for salary and operational support.	\$5,000	\$23,380	\$5,000
<b>Durham Center for Senior Life</b> provides socialization activities, exercise classes, social services, and other activities to keep seniors healthy, active, and independent. Grant request is for general operating and salary support.	\$105,685	\$105,685	\$105,685
<b>Durham County Community Living Programs, Inc.</b> provides choices and opportunities for adults with developmental disabilities to live, learn and grow in the Durham community by offering training, skills development, creative fun and fitness that can support the participants by providing social interaction, overall learning and increased physical fitness. Request is for salary and operational support.	\$0	\$17,789	\$0
<b>Durham County Teen Court and Restitution Program</b> offers prevention and intervention strategies that hold youth accountable for their offenses, provide resources to families, and recognize victims' rights. Teen Court educates youth about the legal system and the consequences of criminal behavior in order to deter youth from criminal behavior and to reduce recidivism. Grant request is for general operating and salary support.	\$21,183	\$36,183	\$21,183
<b>Durham Crisis Response Center, Inc.</b> provides advocacy, shelter and support services to victims of domestic and sexual violence through case management, counseling, legal advocacy and referrals. Grant request is for salary and operational support of the 24 hour emergency shelter.	\$36,912	\$40,000	\$36,912
<b>Durham Economic Resource Center</b> provides job readiness skills and on -the-job training at our Distribution Center which serves as a simulated work-site through their Workforce Development Program. Grant request is for salary and operational support.	\$14,496	\$25,000	\$14,496
<b>Durham Interfaith Hospitality Network</b> addresses the needs of homeless families by mobilizing churches, synagogues, and people of faith to help families move toward residential stability by providing shelter, living skills training and funding. Grant request is for support of the Alumni Support Program Director.	\$20,000	\$23,000	\$20,000
<b>Durham Literacy Center</b> empowers Durham County residents who want to enrich their lives by improving their literacy skills through programs in adult literacy, English-as-a-second-language, and a teen career academy. Grant request is for general operating and salary support.	\$26,619	\$45,000	\$26,619

FY 2014-2015 Non-Profit Funding			
Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Durham Striders Youth Association</b> integrates multiple aspects of wellness, academic reinforcement, citizenship training, and total family fitness to improve the overall health and productivity of the youth in our community. Grant request is for travel to track events and general operating costs.	\$15,750	\$30,000	\$15,750
<b>Durham Symphony Orchestra</b> produces and sponsors high quality orchestral concerts and related activities that encourage the development of musical talent, appreciation, and education honoring the rich cultural heritage of Durham and the surrounding communities. The Durham Symphony Orchestra's programming reflect a commitment to American and regional composers as well as familiar classical repertoire framed in a contemporary light. Request is for partial salary support and concert production costs.	\$5,000	\$10,000	\$5,000
<b>Durham Teacher Warehouse Corporation (also known as Crayons2Calculators)</b> enhances the academic and creative needs of students in Durham Public Schools by providing free school supplies to teachers in the schools with the highest poverty rates. Grant request is for general operating and salary support.	\$5,000	\$15,000	\$5,000
<b>Durham's Partnership for Children</b> mobilizes and unifies the Durham community to create and support innovative and successful collaborative approaches to serving the needs of children 0 to 5 years of age and their families. Grant request is for partial salary support of the Fund Development Manager position.	\$13,310	\$35,000	\$13,310
<b>El Centro Hispano, Inc.</b> Youth Leaders in Action Program, which works with Latino youth, ages 5 to 19, and their families to ensure high academic achievement by improving school performance, providing a safe space, promoting leadership and through referral and support services. Requested funding is for salary and operational support.	\$29,421	\$36,167	\$29,421
<b>El Futuro, Inc.</b> seeks to provide bilingual and culturally informed mental health and substance abuse treatment for Latino individuals and families in Durham County through their outpatient Clinical Program by increasing access and engagement to psychiatric services, counseling and case management. Requested funding is for salary support.	\$6,000	\$40,000	\$6,000
<b>Elna B. Spaulding Conflict Resolution Center, Inc.</b> works through the Juvenile Justice Project, a restorative model used to address delinquency while diverting youth from the pipeline to prison. Mediation and conflict management will be used to address youth in conflict to avoid pushing them through the courts. School based truancy court is a restorative approach to address truancy and attendance issues within the schools. Grant request is for general operating and salary support.	\$17,597	\$22,550	\$17,597

FY 2014-2015 Non-Profit Funding			
Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Eno River Association</b> is dedicated to the preservation of the Eno River Valley's open space and parkland by sponsoring educational presentations and historic and scientific research concerning the Eno River Valley. Grant request is for salary support.	\$6,655	\$20,000	\$6,655
<b>First in Families of North Carolina</b> intends to increase access to community resources for persons with Intellectual and Developmental Disabilities (I/DD) and/or Traumatic Brain Injuries (TBI). Specifically, DFIF proposes to expand our "Connecting Through Technology" initiative by providing iPads to children between the ages of 2-18 years who have an I/DD or TBI and have demonstrated potential benefit of an iPad. Funding request is for program materials and professional training sessions.	\$5,000	\$6,885	\$5,000
<b>Food Bank of Central and Eastern North Carolina</b> accumulates and distributes high quality perishable and non-perishable food and non-food essentials to nonprofit agencies serving the hungry. Grant request is salary and operational support.	\$5,000	\$30,000	\$5,000
<b>Genesis Home, Inc.</b> works to end homelessness for families with children and young people by providing housing and supportive services to foster independence. Grant request is for utility expenses associated with housing 15 families in the Family Matters program.	\$21,739	\$24,000	\$21,739
<b>HopeLine, Inc.</b> offers caring, nonjudgmental listening and resource information in an effort to improve the overall well-being of the people living in the community. Grant request is for personnel expenses associated with the Durham County portion of the agency's activities.	\$0	\$5,000	\$0
<b>InStepp, Inc.</b> provides economic empowerment program for victims of domestic violence (DV) and sexual assault (SA). This program addresses the long-term stability and post-trauma needs of female victims of DV and SA who are referred to the program by a domestic violence provider agency. Requested funding is for salary and operational support.	\$5,000	\$7,500	\$5,000
<b>Inter-Faith Food Shuttle</b> provides child nutrition through their Backpack Buddies and School Pantries programs, both activities are school-based programs that provide nutritious food to vulnerable children and their families to ensure that they have access to healthy meals when free and reduced priced school meals are unavailable. Funding is for salary and operational support.	\$10,000	\$20,000	\$10,000
<b>Legal Aid of North Carolina, Inc.-Durham Branch</b> provides free legal services in the areas of expungements and certificates of relief to low-income Durham County residents with past criminal justice involvement in order to remove barriers that affect their abilities to obtain gainful employment. Funding request is for salary and operational support.	\$0	\$15,000	\$0

FY 2014-2015 Non-Profit Funding			
Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Little River Community Complex, Inc.</b> provides recreational, educational, health and social activities for the people of the Little River Region and surrounding communities. Grant request is for operational support.	\$0	\$12,000	\$0
<b>Mental Health America of Triangle</b> supports individuals living with mental health or substance abuse problems through education, service and advocacy through free counseling sessions with a licensed clinical therapist. The FAN program provides support and parenting skills for families with behavioral/emotionally challenged children. Grant request is for salary and operational support.	\$23,588	\$52,113	\$23,588
<b>Museum of Durham History</b> serves the people of Durham and its visitors by presenting Durham's history and encouraging research, interpretation, and appreciation. Grant request is for salary support. In FY15, the Museum will be funded outside of the Non-Profit Agency Funding Program.	\$10,000	\$30,000	\$0
<b>Operation Breakthrough, Inc.</b> assists low-wealth families through the Weatherization Assistance Program assists individuals and families with maintaining safe and energy efficiency homes. These services provide pre and post energy testing, weather stripping, caulking, furnace repair or replacements and energy efficient refrigerator replacements. Grant request is for operational support.	\$71,451	\$100,000	\$71,451
<b>Partners for Youth</b> supports at-risk teens ages 14 to 16, in their efforts to graduate from high school and enroll in college and to provide Durham youth with opportunities to connect, develop, and contribute through mentoring, employment, and educational support. Partners for Youth has merged with YO: Durham to become Partners for Youth Opportunity. YO:Durham helps students develop skills for success in school and work, while directing them away from harmful and illegal activities, through a full-time summer career academy, a part-time school-year internship, mentoring, tutoring, and volunteering. Grant request is for salary and operational support.	\$5,000	\$16,000	\$16,000
<b>People's Channel</b> promotes use of designated access channels by coordinating the use of public access channels, providing production facilities, and by providing technical assistance and media training to any individual, group, or organization interested in producing cultural, informational, entertainment, or educational media productions of interest to the community. Grant request is for general operating and salary support for the agency's efforts in Durham.	\$14,850	\$14,850	\$14,850

**FY 2014-2015 Non-Profit Funding**

Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Piedmont Wildlife Center, Inc.</b> fosters healthy connections among people, wildlife and nature through education, conservation and promoting the care of injured or sick wildlife through their afterschool programs with elementary schools. Grant request is for an salary and operational support.	\$8,190	\$12,000	\$8,190
<b>Planned Parenthood of Central North Carolina, Inc.</b> works to reduce the incidence of unwanted pregnancy, HIV/AIDS, and other sexually transmitted infections, especially among young people, those with limited financial resources, and the uninsured. Grant request is for partial salary/benefits support of a bilingual community educator and operational support.	\$17,746	\$20,000	\$17,746
<b>Playworks Education Energized</b> places trained, energetic Program Coordinators at partner schools, who run a full day play program including before or after school, all grades' recess, in-class game time for team building, a Junior Coach Peer Leadership program and developmental sports leagues. Grant request is for salary support.	\$10,000	\$25,000	\$10,000
<b>Reality Ministries, Inc.</b> provides support for individuals with a wide range of disabilities who have aged out of Durham Public Schools and are unable to work regularly because of their disability. Participants will be be involved in 5 different workshops each day they meet: Life skills, fitness, service, art and social skills. Funding is for salary support.	\$7,200	\$10,000	\$7,200
<b>Rebuilding Together of the Triangle, Inc.</b> provides low-income homeowners with home repairs, disability modifications and resource-conservation upgrades. The agency coordinates volunteer labor, donated supplies and financial resources to keep low-income homeowners who are elderly, disabled, military veterans, or dealing with long-term unemployment in safe, healthy and efficient homes. Grant request is for labor and materials costs.	\$0	\$30,000	\$0
<b>Reinvestment Partners</b> through their Taxpayer Assistance Center (TAC) , which serves as an umbrella for strengthening VITA/LITC services in the Durham area. We operate it as a workforce development program, offering financial education and training not only to the workforce staffing the site, but to the general public which receives services through it. Funding request is for salary and operational support.	\$5,000	\$30,000	\$5,000
<b>Salvation Army-Boys &amp; Girls Club</b> helps young people most vulnerable to dropping out of school develop the academic, behavioral and social skills needed to be successful in school and beyond. Grant request is for salary and operational support.	\$0	\$15,000	\$0

**FY 2014-2015 Non-Profit Funding**

Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Schoolhouse of Wonder</b> uses outdoor exploration and adventures to create kind, curious, and confident kids. Through year-round Camps, Field Trips, and Leadership Training, our team of driven and talented mentors helps children each year learn, play, and grow towards being their best selves. Funding is for salary support.	\$0	\$5,000	\$0
<b>Scrap Exchange</b> collects unwanted material resources and distributes them through its nationally renowned creative reuse center. Grant request is for general operating and salary support.	\$5,000	\$13,000	\$5,000
<b>Senior PharmAssist, Inc.</b> promotes healthier living for Durham seniors by helping them obtain and better manage needed medications and by providing health education, community referral, and advocacy. Grant request is for general operating and salary/benefits support.	\$94,080	\$120,000	\$94,080
<b>Southeastern Efforts Developing Sustainable Spaces (SEEDS)</b> operates a youth-driven, urban farming leadership development program that empowers underserved teenagers by teaching organic gardening, sound business practices, non-violent communication and healthy food choices while providing meaningful employment and job skills. Grant request is for salary and operational support for the Durham Inner-City Gardeners (DIG) program.	\$3,600	\$10,000	\$3,600
<b>Southern Coalition for Social Justice</b> provides legal services for individuals with criminal records applying for expungements and Certificates of Reliefs, ameliorating the collateral consequences of criminal convictions. This will increase work and employment opportunities for this population which is disproportionately low income people of color. Funding is for salary support.	\$0	\$15,000	\$0
<b>Thomas Mentor Leadership Academy</b> provides group mentoring organization for at-risk males between the ages of 10 and 15 who are being raised by a single parent or their grandparent(s). We guide at-risk males into mentoring relationships that will focus on education, decision making, conflict resolution, respect for self and others, and service to the community. Funding is for operational support.	\$0	\$10,000	\$0
<b>Threshold Clubhouse, Inc.</b> helps adults in Durham county with a severe mental illness stay out of the hospital, succeed at work, advance their education, and reach their goals. Grant request is for salary and operational support. In FY15, Threshold will be funded through an agreement with Alliance Behavioral Healthcare.	\$0	\$10,000	\$0

FY 2014-2015 Non-Profit Funding			
Agency	FY 13-14 Approved Amount	FY 14-15 Requested Budget	FY 14-15 Manager Recommended Amount
<b>Triangle Champions Track Club</b> develops the physical, intellectual, and emotional character of young leaders aged 6-18 with a focus on total wellness and civic responsibility through athletic training and competition, health and wellness education, family values instruction, academic assistance, community service and enrichment opportunities. Grant request is general operating support.	\$7,098	\$25,000	\$7,098
<b>Triangle Family Services, Inc.</b> provides Financial Education and Coaching Programs provide in-depth financial counseling and training to assist financially fragile, low-income individuals and families in our area as well as housing counseling services aimed at foreclosure prevention. Funding request is for salary support.	\$0	\$5,000	\$0
<b>Triangle Residential Options for Substance Abusers, Inc. (TROSA)</b> provides comprehensive treatment, work-based vocational training, education, and continuing care to substance abusers, enabling them to be productive, recovering individuals. Grant request is for occupancy support.	\$23,124	\$35,000	\$23,124
<b>Victorious Community Development Corporation</b> provides tutoring, homework assistance, cultural awareness, performing and visual arts, leadership development, as well as health and nutrition activities. This afterschool program is designed to help participants reach their full academic and social potential while fostering a supportive environment where they can learn and grow. Grant request is for salary support for an afterschool site coordinator.	\$8,100	\$10,000	\$8,100
<b>Voices Together</b> uses a proprietary educational model that is music-based to help people with developmental disabilities speak, communicate and connect with others by helping them express their thoughts, feelings and needs. Grant request is for salary and operational support of the agency's programming in Durham Public Schools.	\$11,250	\$25,000	\$11,250
<b>Volunteer Center of Durham</b> coordinates community service opportunities for teens referred by the Durham County Misdemeanor Diversion Program so that minors can avoid an adult criminal record as well as connecting local youth to service opportunities at area nonprofits through their Community Service Youth Leadership Development Program. Funding request is for salary and operational support.	\$0	\$11,500	\$0
<b>Walltown Children's Theatre</b> is dedicated to enhancing the lives of young people in Durham through the arts. Grant request is for general support.	\$5,000	\$15,000	\$5,000
Organizations funded in FY13 without a FY14 Request	\$42,940		
	<b>\$860,609</b>	<b>\$1,524,747</b>	<b>\$818,669</b>

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# BUDGET AND AMENDMENT PROCESS

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## OVERVIEW

The budget process is designed to ensure that taxpayer dollars are efficiently and effectively utilized to fairly deliver essential government services. The Budget and Management Services Department serves as a coordinating resource to the Board of County Commissioners, County Manager, departments, nonprofit agencies and citizens, each playing a pivotal role in the budget creation and review process. Through the budget, Durham County fulfills its mission to enhance the quality of life for its citizens by providing education, safety and security, health and human services, economic development, and cultural and recreational resources.

## GOVERNING STATUTES

The North Carolina Local Government Budget and Fiscal Control Act provides the legal framework in which all cities and counties in the state conduct their budgetary processes. The legislation is found in Chapter 159 of the General Statutes and establishes several important dates and provisions including:

- By April 30 – Departments must submit requests to the Budget Officer (N.C. Gen. Stat. § 159-10)
- By June 1 – Recommended budget must be submitted to the Board of County Commissioners (N.C. Gen. Stat. § 159-11(b))
- Before adoption – A public hearing must be held (N.C. Gen. Stat. § 159-12(b))
- By July 1 – From 10 days after submitted to the Board of County Commissioners, but by July 1, a balanced budget must be adopted (N.C. Gen. Stat. § 159-13(a))

## BUDGET PROCESS

All Durham County departments are required to submit requests for appropriation to the County Manager on or before March 15 of each year. This is done through a customized version of SAP Software that compiles requested revenues, expenditures and new positions from each department. The Budget and Management Services Department is responsible for advising and supporting county departments throughout the entire budget process; performing budget software maintenance and training; publishing recommended and approved budget documents; analyzing and assisting in the County Manager's recommendation of requests; and updating and distributing a budget manual, among other important duties.

The Budget and Management Services Department, under the direction of the County Manager, uses the departmental requests as the starting point for developing a recommended budget. Departments are asked to provide a continuation budget and identify expansion items through a priority ranking system. This information is ultimately reviewed and adjusted in order to create a balanced recommended budget that the County Manager presents to the Board of County Commissioners for review prior to May 31 of each year. The Board is required to hold public hearings on the recommended budget and to adopt a final budget no later than June 30, the close of Durham County's fiscal year. The Board typically holds multiple budget work sessions to address issues in the recommended budget. As required by North Carolina law, the Board adopts a budget ordinance setting a tax rate and spending authority for the fiscal year.

## AMENDMENT PROCESS

The adopted budget is prepared by fund, function (e.g., Public Safety) and department/agency (e.g., Sheriff); however, the appropriations are formally budgeted and approved on a functional basis. The County Manager is authorized to transfer budget amounts within a function up to 15% cumulatively without reporting to the Board of County Commissioners. The County Manager is authorized to transfer budget amounts between functions of the same fund up to \$20,000 with an official report of such transfer being made at the next regular meeting of the Board. Departments routinely submit budget amendments as agenda items to the Board after review by the Budget and Management Services Department. The amendments are typically placed on the consent agenda, but can be pulled for discussion. Upon approval by the Board, the Budget and Management Services Department updates the financial system to reflect the amendment.

# FY 2014-15 BUDGET CALENDAR

<b>December</b>		
Thursday	December 19	Non-profit pre-application questionnaire due
<b>January</b>		
Tuesday	January 7, 2014	Online non-profit application portal open to qualified applicants
Thursday	January 16	FY2015 Nonprofit Application Workshop
Monday	January 27	Distribution of budget materials to departments through intranet
<b>February</b>		
Tuesday	February 4	Budget Workshop and Information Session
Thursday	February 6	Budget Workshop and Information Session
Monday	February 10	SAP Budget System (BIP) opens for entry of departmental budget requests
Monday	February 17	Departments submit the Information Services & Technology Request Form (new requests only, not replacements) <b>to Bonnie Simons in Information Services and Technology.</b>
Friday	February 21	Non-profit applications due
<b>March</b>		
	Early March	BOCC Budget retreat
Friday	March 7	DEPARTMENTAL BUDGET REQUESTS DUE TO BUDGET AND MANAGEMENT SERVICES – Entered into SAP Budget System (BIP) as well as a transmittal letter, performance measures and other supporting documents should be e-mailed to Budget Analyst.
Monday	March 10	Advance public comments at Board of County Commissioners meeting
Monday	March 10	Distribution of FY 2014-15 non-profit applications to departmental staff for review
Friday	March 21	Volunteer Fire Districts submit requests to Fire Marshal and Budget and Management Services
Monday	March 31	Departmental staff review of nonprofits due to Budget Office
Monday - Friday	March 31 – April 25	Departmental budget presentations with County Manager, Deputy Manager and Budget and Management Services
<b>April</b>		
Monday	April 7	Non-profit Public Comment Period at BOCC Worksession
<b>May</b>		
Thursday	May 15	Durham Public Schools Board of Education submits budget request to County Manager
Tuesday	May 27	County Manager delivers Recommended Budget to Board of County Commissioners – 7 pm meeting
Wednesday-Thursday	May 28- June 12	Board of County Commissioners budget work sessions
<b>June</b>		
	Early June	Notice of Public Hearing published for June 9 public hearing
Monday	June 9	Board of County Commissioners holds public hearing on Recommended Budget 7 pm
Monday	June 23	Board of County Commissioners adoption of FY 2014-15 Annual Budget Ordinance
<b>July</b>		
Tuesday	July 1	FY 2014-15 budget available in SAP Budget System

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## GLOSSARY TERMS

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**Account:** The detailed record of a particular asset, liability, owners' equity, revenue or expense.

**Accrual basis:** Where revenue and expenses are recorded in the period in which they are earned or incurred regardless of whether cash is received or disbursed in that period.

**Ad valorem tax:** Commonly referred to as property tax; levied on both real and personal property according to the property's valuation and the tax rate.

**Appropriated fund balance:** The estimated fund balance appropriated into the annual budget.

**Appropriation:** A legal authorization to incur obligations and make expenditures for specific purposes.

**Approved budget:** The final budget the Board of County Commissioners adopts by July 1.

**Assessed valuation:** The value of real estate or personal property as determined by tax assessors and used as a basis for levying taxes.

**Asset:** Anything owned by an individual or a business which has commercial or exchange value.

**Balanced budget:** Where revenues and expenditures are budgeted at equal amounts.

**Base budget:** Cost if continuing the existing levels of service.

**Basis of accounting:** Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

**Basis of budgeting:** The annual budget is prepared on the modified accrual basis of accounting as required by North Carolina law.

**Board of County Commissioners (BOCC):** The governing body of Durham County consisting of five commissioners elected at-large and serving for four-year terms.

**Bond:** A written promise to repay debt on a specific date in the future along with payment of a specified amount of interest at predetermined intervals while the debt is outstanding.

**Bond agency fees:** Fees charged by bond agencies for services related to debt issuance.

**Bond covenant:** Provision in a bond or debt contract which require the debt issuer to meet certain standards or do certain things.

**Bond rating:** Grade indicating a unit's investment qualities; ratings range from AAA (highest) to D (lowest).

**Budget:** Plan of financial activity for a specific period of time indicating all planned revenues and expenses for the budget period.

**Budget amendment:** A means for the Board of County Commissioners to recognize new revenues or expenditures and amend the operating budget.

**Business area:** Group of related activities performed by one or more organizational units (fund centers) for the purpose of accomplishing a function for which the government is responsible.

**Capital expenditure (or outlay):** Fixed asset which has a value of \$5,000 or more and has a useful economic lifetime of more than one year.

**Capital Improvement Plan (CIP):** Long-range plan which outlines major capital needs and the means of financing proposed acquisitions.

**Certificates of participation (COPs):** Shares in a debt obligation created by a capital lease that are sold to or placed with investors. The certificates are secured by the property financed with the debt.

**Code:** System of numbering accounts and transactions in order to produce desired information; see *commitment item*.

**Commitment item:** Accounting code used to classify an expenditure or a revenue; examples: 5100011000 – Salary, 5200110200 – Telephone.

**Constant dollars:** Actual dollar amounts adjusted for inflation.

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Debt:** Money or other property lent or borrowed and that must be repaid or returned. Debt may be outstanding for a short term (one year or less) or for a long term (one year or more).

**Debt service:** Cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

**Department:** The organizational unit of county government providing a specific service.

**Designated fund balance:** Designations of fund balance represent tentative management plans that are subject to change.

**Elected officials:** Positions decided upon by voters and include the Board of County Commissioners, Sheriff and Register of Deeds.

**Employee benefits:** Benefits beyond salary compensation including health care, retirement, disability, life insurance, etc.

**Encumbrances:** A reservation of budget authority for a particular purpose. An encumbrance typically occurs when a purchase order or contract is approved.

**Enterprise fund:** A separate fund that accounts for a government-owned enterprise such as solid waste or water-sewer systems.

**Expenditure:** Payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

**Federal and state revenues:** Funds received from federal, state and other local government sources.

**Fire district:** Special district taxes are levied for fire protection in seven districts: Bahama, Bethesda, Eno, Lebanon, New Hope, Parkwood and Redwood.

**Fiscal year:** A declared accounting year, not necessarily a calendar year. The fiscal year for Durham County is July 1 to June 30.

**Fixed asset:** Assets of long-term character that are intended to continue to be held or used such as land, buildings, furniture and other equipment.

**Full-time equivalent (FTE):** A position count that calculates workforce by number of hours worked relative to a standard working schedule. For instance, a part-time worker may be considered 0.5 FTE.

**Function:** Grouping of agencies that provide similar services. For example the “Public Safety” function includes Sheriff, Emergency Medical Services, Criminal Justice Resource Center, Fire Marshal and Emergency Communications, among others.

**Fund:** Fiscal entity with revenues and expenses that are segregated for the purpose of carrying out a specific purpose or activity.

**Fund balance:** Funds accumulated through the under expenditure of appropriations and/or the act of exceeding anticipated revenues.

**Funds center:** One organizational unit within a department or business area that has a specific purpose in accomplishing a function for which the agency is responsible.

**General Fund:** The main operating fund accounting for governmental functions supported by general taxes and revenues as well as financial resources that legal requirements do not require to be accounted for in another fund.

**General obligation bond:** Bond that is backed by the full faith, credit and taxing power of the government.

**Generally Accepted Accounting Principles (GAAP):** Accounting rules used to prepare, present and report financial statements. For local and state governments, GAAP is determined by the Governmental Accounting Standards Board (GASB).

**Goal:** A broad statement of desired conditions to be maintained or achieved through the efforts of an organization; standard against which progress is measured.

**Governmental Accounting Standards Board (GASB):** A private, nongovernmental organization that establishes and improves standards of local and state governmental accounting and financial reporting; see [www.gasb.org](http://www.gasb.org).

**Grant:** Gift of money from one organization to another.

**Intergovernmental revenues:** Funds received from federal, state and other local government sources.

**Internal service fund:** A fund that may be used to account for any activity that provides goods or services to other departments or funds within the same government.

**Lease:** A contract where a party being the owner of an asset provides the asset for use at a consideration (rental), for a certain period with an understanding that at the end of such period the asset either will be returned to the lessor or disposed off as per the lessor's instructions.

**Liability:** A loan, expense or any other form of claim on the assets of an entity that must be paid or otherwise honored by that entity.

**Mission:** The mission of Durham County Government is to enhance the quality of life for its citizens by providing education, safety and security, health and human services, economic development, and cultural and recreational resources.

**Modified accrual basis:** Under this accounting basis, revenues are considered available when collectible either during the current period or after the end of the current period but in time to pay year-end liabilities. Expenditures are recognized when a transaction or event is expected to draw upon current spendable resources rather than future resources.

**Net assets:** The difference between total assets and current liabilities including non-capitalized, long-term liabilities.

**Object of expenditure:** An expenditure classification related to the type of goods or services purchased such as office supplies.

**Objective:** A specific statement of desired results which represents a single step in the achievement of a goal. Objectives are measurable and can be accomplished within a specific time interval.

**Operating expense:** Cost for personnel, materials and equipment required for a department to function.

**Ordinance:** A legal document adopted by the governing body setting policy and procedures.

**Other financing sources:** A revenue category containing appropriated fund balance and transfers from other funds.

**Pass-through funds:** Funds from other jurisdictions, such as the federal government, which are used often for a specific purpose or activity administered by the county.

**Performance budget:** A budget in which expenditures are based primarily upon measurable performance of activities and work programs.

**Performance indicator:** Specific quantitative and qualitative measures of work performed.

**Personal property:** Classified within two divisions: 1) Tangible property includes items that are visible and movable; 2) Intangible property includes stocks, bonds, bank deposits, etc.

**Personnel services:** Expenditures for salaries, wages and fringe benefits.

**Property taxes:** Levied on real and personal property and set at a rate of cents on each dollar of value of the property.

**Real property:** Land, buildings and items permanently affixed to land or buildings.

**Reappraisal (or revaluation):** The process of revaluing a jurisdiction's real property in order to adjust the tax value to the market value.

**Reclassification:** A change in the classification and corresponding job title of an existing position which results from a major change in assigned responsibilities.

**Recommended budget:** The County Manager presents a recommended budget to the Board of County Commissioners based on requests for funding from departments. By North Carolina law, the recommended budget must be provided to the Board by June 1.

**Reserved fund balance:** Amounts that are not appropriable or legally segregated for a specific purpose.

**Revenue:** Any type of funds that can be used to pay for expenses. Types of revenue include property taxes, sales taxes, state funds, federal funds, grant funds, fees, interest earnings, loans, etc.

**Revenue bond:** Bond secured by and repaid from specific and limited revenues. The pledged revenues are most often net revenues, or earnings, from a self-supporting utility or enterprise.

**Service level:** The amount of service provided during a fiscal year as indicated by one or more performance indicators.

**Special assessments:** Charges to property owners which finance public improvements or services deemed to benefit specific properties.

**Special revenue fund:** A fund used to account for the proceeds of special revenue sources (other than for capital projects) that are legally restricted to expenditures for specific purpose.

**Statute:** A law enacted by the North Carolina General Assembly.

**Tax levy:** Revenue produced by applying a given tax rate to a property's assessed, or tax, value.

**Transfers in/out:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**Trend:** A continuing direction of movement of a chronological series of data charted on a graph.

**Trust fund:** Used to account for assets the county holds on behalf of others.

**Undesignated fund balance:** The amount of fund balance which is available for future appropriations.

**User charges:** Payment of a fee for direct receipt of a public service by the party who benefits from the service.

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## GLOSSARY CODES

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### Personal Services

- 5100011000 SALARIES AND WAGES - REGULAR: Salaries and wages paid to full-time employees.
- 5100012000 SALARIES AND WAGES - PART TIME: Salaries and wages paid to part-time employees.
- 5100020500 PHONE ALLOWANCE: Compensation to employees and elected officials for county-business use of personal phone devices.
- 5100020600 TRAVEL ALLOWANCE: Compensation to employees and elected officials for expenses occurred while travelling on county business.
- 5100051000 BOARD MEMBER FEES: Regular compensation paid to boards and commissions.
- 5100050200 CONSULTING FEES: Fees paid directly to individuals and firms providing contracted personal services to the county. These services replace or augment those provided by program personnel.

### Employee Benefits

- 5100060000 FLEXIBLE BENEFITS: A program which allows employees to choose health benefits to best meet their individual needs.
- 5100061000 FICA EXPENSES: Social security expenses incurred by the county for all employees.
- 5100061300 RETIREMENT: The county's cost for retirement benefits under the Local Government Employees' Retirement System.
- 5100063300 SUPPLEMENTAL RETIREMENT: The county's contribution to deferred compensation accounts for employees eligible for the Local Government Employees' Retirement System.

### Operating Expenses

- 5200110200 TELEPHONE: The cost of local and long distance telephone service and installation charges.
- 5200110300 POSTAGE: Expenditures for mailing and shipping.
- 5200110400 PRINTING: Expenditures for printing and duplicating.
- 5200114300 OFFICE SUPPLIES AND MATERIALS: Expenditures for all consumable office supplies, small fixtures or furniture valued under \$1,000.
- 5200114400 NON-CAPITAL OFFICE FURNITURE AND EQUIPMENT: The purchase of tangible, individual office furniture and equipment items costing less than \$1,000.
- 5200120100 BUILDING RENT: Payments for space rented by the county.
- 5200120200 EQUIPMENT RENTAL: Charges for lease and rental of equipment.
- 5200120300 UTILITIES: Charges for electricity, water, fuel oil and natural gas.
- 5200120500 VEHICLE LEASE: Lease payments for vehicles leased or lease-purchased by the county.
- 5200120600 EQUIPMENT LEASE: Lease payments for equipment leased or lease-purchased by the county.
- 5200130100 TRAINING RELATED TRAVEL: The cost incurred for travel, fees, subsistence and registrations in connection with employee development.
- 5200130300 DUES AND SUBSCRIPTIONS: The cost of memberships, dues and subscriptions to periodicals and journals.
- 5200140300 M & R EQUIPMENT: The cost incurred in maintaining and repairing county-owned equipment including service contracts.
- 5200140400 M & R VEHICLES: The cost incurred in maintaining and repairing county-owned vehicles.
- 5200150100 OPERATIONAL TRAVEL: The cost of travel associated with department and program

operations.

- 5200150200 VEHICLE SUPPLIES: The cost of operating and maintaining county-owned vehicles.
- 5200151000 SOFTWARE: Expenditures for computer software valued under \$1,000.
- 5200159500 OTHER SUPPLIES AND MATERIALS, also called MISCELLANEOUS SUPPLIES: The cost of operating supplies and materials not otherwise classified.
- 5200160100 MISCELLANEOUS CONTRACTED SERVICES: Expenditures for services contracted out by the county including consultant or personal services contracts (security, janitorial, audit, etc.).
- 5200180100 ADVERTISING: The cost incurred for advertising including legal notices, recruitment, etc.
- 5200180300 UNIFORMS: The cost of providing uniforms to employees.
- 5200184000 INSURANCE AND BONDS: The cost of insuring county property such as buildings and equipment and employee fidelity bonds.
- 5200190300 INDIRECT COSTS: The administrative, or overhead, costs associated with a department or program.
- 5200191000 MISCELLANEOUS EXPENSE: Items not categorized in other expense lines.
- 5200200000 NON-CAPITAL COMPUTER: The cost of non-capital, computer-related, individual hardware purchases less than \$750 (laser printer).

**Capital Outlay**

- 5300230000 BUILDINGS: Refurbishing.
- 5300240000 OFFICE FURNITURE AND EQUIPMENT: Expenditures for office and equipment (except computer hardware) with a unit cost of \$1,000 or more and a useful life exceeding one year (desks, chairs, calculators, fax machines, etc.).
- 5300250000 MISCELLANEOUS MACHINERY & EQUIPMENT: Expenditures for machinery and major equipment with a unit cost of \$1,000 or more and a useful life exceeding one year (mowers, lab equipment, etc.).
- 5300250100 VEHICLES: Expenditures for automobiles, vans, trucks, etc.
- 5300253500 SOFTWARE: Expenditures for all individual computer software purchases with a unit cost of \$1,000 or more.
- 5300254000 COMPUTER HARDWARE: Expenditures for computer hardware and related equipment with a unit cost of \$1,000 or more and a useful life exceeding one year (computers, monitors, printers, modems, mainframe processors, etc.).



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