

AGENDA – MEETING
GREENE COUNTY BOARD OF COUNTY COMMISSIONERS
7:00 PM – THE TECH CENTER
Monday – May 2, 2016

- A. CALL TO ORDER**
 - Invocation/Pledge to the Flag
- B. APPROVAL OF AGENDA**
- C. CONSENT AGENDA**
 - 1. April 18, 2016 Regular Meeting Minutes
 - 2. Releases/Refunds
 - 3. Consideration of Late Applications for Present Use Value
 - 4. Budget Amendment: DSS
- D. BOARD OF EQUALIZATION AND REVIEW**
 - 1. Recess of Greene County Board of Commissioners and Call to Order and Convene as Board of Equalization and Review
 - a. Becky Sutton
 - 2. Adjourn Board of Equalization and Review for 2016 and Reconvene the Greene County Board of Commissioners Meeting
- E. PUBLIC COMMENTS**
- F. PRESENTATIONS**
 - 1. Melissa Reese: Proclamation Declaring May Mental Health Month
- G. COUNTY MANAGER'S REPORT**
 - 1. Contract to Audit
- UPDATES:**
 - 1. Agfest Interest; Put on by Lions Club
 - 2. BBQ for Paws
 - 3. Phase 1H Change Order
- H. COUNTY ATTORNEY'S REPORT AND RECOMMENDATIONS**
- I. COMMISSIONER'S REPORT AND RECOMMENDATION**
- J. CLOSED SESSION – Contract Negotiation and Economic Development**
- K. ADJOURN**

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Consent Agenda

Date: May 2, 2016

The Consent Agenda for the May 2, 2016 meeting consists of the following items:

- 1.) April 18 2016 Regular Meeting Minutes
- 2.) Releases/Refunds
- 3.) Consideration for Late Application for Present Use Value
- 4.) BA: DSS

Action Recommended:

Motion to accept the Consent Agenda

Board Action is Needed

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www.co.greene.nc.us

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NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, April 18, 2016 at 7:00 pm in the Tech Center. Present for the meeting: Vice Chairman Susan Blizzard, Commissioners Jerry Jones, Bennie Heath, and James T. Shackelford, Jr. County Manager Kyle DeHaven, County Attorney Borden Parker and Deputy Clerk Kathy Mooring.

Absent: Chairman Brad Fields

A. Call to Order

Vice Chairman Blizzard called the meeting to order and she proceeded to give the Invocation and led the Pledge of Allegiance.

B. Approval of the Agenda

Vice Chairman Blizzard asked for a motion to approve the agenda with the addition of C4 our lobbyist, The Policy Group, and to also add Attorney Client Privilege and Personnel to Closed Session.

On motion by Commissioner Heath and seconded by Commissioner Jones, the Board voted unanimously to approve the agenda with the additions of The Policy Group to C4 and Attorney Client Privilege and Personnel to Closed Session.

C. Consent Agenda

Vice Chairman Blizzard asked for a motion to approve the Consent Agenda, which consisted of:

-April 4, 2016 Regular Meeting Minutes (Commissioner Blizzard noted that in these minutes on the Change Order for Phase 1H she had the following added (How much it would cost for above ground leakage? Per Tuck Martin of Hawley Construction, it will cost around \$1,500.00 per incident.))

- Releases/Refunds
- Report of Tax Amounts Collected and Remaining

Refunds (NCVTS) (TAX & TAG)

Kincey Harvey Worthington, Jr.	\$7.12	Charlene Wall Worthington	\$26.17	Marjorie Ellen Lane	\$65.50
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Harry Lee Spivey, II	\$44.32				
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Releases: Ad Valorem Tax

Jeffrey T. Smith	\$41.00	Henry May Heirs	\$33.44	Carolyn Chavis	\$136.89
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On motion by Commissioner Jones and seconded by Commissioner Shackelford the Board voted unanimously to approve the Consent Agenda.

John Metcalf and Chris Wall of The Policy Group came to give an update on what they have been doing on behalf of the county and what they will be doing in the upcoming session. Mr. Metcalf spoke first on what they did last year as our lobbyist. Two main topics covered were Medicare and voting lines. He then proceeded to speak about what they are expecting this year. Mr. Metcalf and his staff are trying to find out what they can to help get appropriations for the Health and Wellness Center. He encouraged all Commissioner's to let them know if there is something they specifically want them to do.

D. BOARD OF EQUALIZATION AND REVIEW

1. Vice Chairman Blizzard Recessed the Greene County Board of Commissioners and Called to Order and Convened the Board of Equalization and Review and turned this Board over to Ms. Becky Sutton.

a. **OATH OF OFFICE:** Ms. Sutton proceeded to give the Oath of Office to all Commissioner's present. All Commissioners signed their Oath of Office and handed them down to Ms. Mooring.

It was asked if anyone had anything to bring before the Board, there was not. On motion by Commissioner Jones and seconded by Commissioner Heath the Board voted to unanimously to adjourn this Board.

Ms. Sutton proceeded to Recess the Board of Equalization and Review until May 2, 2016 at 7 p.m. and Reconvene the Greene County Board of Commissioners Meeting.

E. PUBLIC HEARING

1. Hedgefield Subdivision -- Rich Moore of McDavid Associates came forward to go over the project and the application. Vice Chairman Blizzard opened this hearing for public comments. We had 7 people come forward to speak about this project and all were in favor of said project except one that was against. Three Commissioner spoke in favor of the project and 1 against.

On motion by Commissioner Heath and seconded by Commissioner Shackelford the Commissioners voted and the motion carried with a vote of 3 yes and 1 no by Commissioner Blizzard to approve the submission of the application for the Hedgefield Subdivision grant.

F. PUBLIC COMMENTS

1. Dwight Moore, 130 Grants Path Snow Hill. A creek runs behind his home and he has beavers damming up the creek. Commissioner Jones advised we do have a beaver program that is currently out of money and we are hoping to get more money in the new budget year. Commissioner Jones advised Mr. Moore to see the people in the County Cooperative Office after July 1, 2016 about this.

Mr. Moore then asked about getting work done to a bridge on Warrentown Rd. He stated the bridge needs to be replaced or at least repaired. He was told that Commissioner Heath would take this to his next meeting with the Department of Transportation.

G. PRESENTATIONS

1. Pam Kelly – JCPC Late Cancellation

2. Michael Rhodes – Greene County Child Fatality Protection Team/Community Child Protection Team Annual Report

Mr. Rhodes gave his annual report to the commissioners. He stated that all members that are required to be appointed by the County Commissioners have been appointed except for the parent of a child that died before the child's 18th birthday. The team members are currently searching for an individual in that category. Others in the community have indicated they also want to be involved in the team meetings and discussions (Sheriff's Department, Firefighters and Mental Health representatives). Mr. Rhodes said there were two areas of educational opportunity from the CFPT to the community and they were gun safety training and proper sleep environments for infants. He concluded by stating that April is Child Abuse Awareness Month and there have been several activities that have taken place so far. He stated that the CFPT/CCPT meet quarterly in Greene County and the next scheduled meeting is July 13th at 8:30 a.m. at the Health Department.

3. Mike Barnett, McDavid Associates

Mr. Barnett presented a contract award package for the 2012 Scattered Site Housing and 2015 Single Family Rehabilitation Programs. Commissioner Blizzard asked how do people sign up

for these programs and Mr. Barnett stated that people can sign up, be recommended by county agencies and/or anyone really.

On motion by Commissioner Heath and seconded by Commissioner Jones the Board voted unanimously to approve the contract award package for the 2012 SSH and 2015 SFR Programs.

4. Kathleen Stroud; National Day of Prayer

Ms. Stroud invited all present to the National Day of Prayer on the courthouse lawn May 5, 2016 at 6 p.m. If inclement weather occurs it will take place at the Armory at same time.

G. COUNTY MANAGER'S REPORT

Vice Chairman Blizzard turned the meeting over to the County Manager.

County Manager DeHaven's first order of business was to present a request by Greene County Cares to have a Fireworks Display on May 6th at the Greene County High School and to have the associated fees waived.

On motion by Commissioner Jones and seconded by Commissioner Heath the Board voted unanimously to approve request to have the Fireworks Display and to waive the fees.

Manager DeHaven's second order of business was to present McDavid Associates annual retainer for review and approval. Commissioner Blizzard asked if we pay them mileage and Rich Moore of McDavid stated they do not bill for it unless we ask them to take something out of town for us.

On motion by Commissioner Shackelford and seconded by Commissioner Jones the Board voted unanimously to accept this proposal to retain McDavid Associates..

H. County Attorneys Report and Recommendations

Nothing

I. Commissioner's Report and Recommendations

Commissioner Jones asked who was attending the NCACC meeting and they made arrangements to meet and ride together.

K. Closed Session – Contract Negotiation, Attorney Client Privilege and Personnel

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to go into Closed Session.

On motion by Commissioner Jones and seconded by Commissioner Shackleford the Board voted unanimously to adjourn closed session.

L. Adjournment

On motion by Commissioner Heath and seconded by Commissioner Shackleford the Board voted unanimously to adjourn the meeting.

Refunds	NCVTS	"TAX & TAG"																	
DATE:		5/2/2016																	
Taxpayer	Year-tax rate year	Date paid to DMV	Tag	Assessed value	Assessed value to be refunded	Fire District	Sticker Fee	Refund amount G01	Refund amount Fire District	Refund amount Sticker fee	Refund Interest	Total Refund	Reason						
Nancy Moore Eastwood, 668 Moore Town Rd, Watsonton, NC 27888	2014	9/2/2015	ZTP8228	\$ 6,710.00		F10		\$ 21.97	\$ 2.55			\$ 24.52	Vehicle sold 4/1/16; tag surr. 4/4/16. Refund 5 mths. SCW						
John & Williamina Suggs, 880 Morris BBQ Rd, Hookerton, NC 28538	2015	4/2/2016	2155BC	\$ 15,620.00	\$ 1,874.00	F01		\$ 14.73	\$ 1.84			\$ 16.57	Adjustment for high mileage of 75,306 miles. SCW						
Estate of Faye Rackley Strickland, C/O Charlie Strickland, 931 Pridgen Rd, Snow Hill, NC 28580	2015	02/22/16	BHN8657	\$10,430.00		F07		\$ 68.32	\$ 7.12			\$ 75.44	Vehicle sold 3/22/16; tag surr. 4/13/16. Refund 10 mths. SCW						
Peggy Cannon Blount, P.O. Box 23, Snow Hill, NC 28580	2015	1/19/2016	DLJ4954	\$ 7,340.00		F05		\$ 43.27	\$ 4.66			\$ 47.93	Vehicle sold 4/7/16; tag surr. 4/15/16. Refund 9 mths. SCW						
Kathryn Ann Evans, P.O. Box 1024, Snow Hill, NC 28580	2015	10/21/2015	DKA7646	\$ 2,450.00		F10		\$ 11.23	\$ 1.30			\$ 12.53	Vehicle sold 3/7/16; tag surr. 3/8/16. Refund 7 mths. SCW						
Derek Wayne Moore, 1324 Moore Town Rd, Watsonton, NC 27888	2015	11/10/2015	4A1516	\$ 1,900.00		F10		\$ 7.46	\$ 0.86			\$ 8.32	Vehicle sold 4/15/16; tag surr. 4/18/16. Refund 6 mths. SCW						
Andrew Bailey Cook, 339 Daltown Rd, Snow Hill, NC 28580	2015	4/19/2016	CA97789	\$ 3,395.00	\$ 2,294.00	F10		\$ 18.03	\$ 2.09			\$ 20.12	Trailer over assessed. SCW						
Sarah Ann Hunter, P.O. Box 155, Stantonsburg, NC 27883	2014	5/20/2015	DHJ3870	\$ 1,900.00		F02		\$ 1.24	\$ 0.19			\$ 1.43	Vehicle sold & tag surr. 4/20/16. Refund 1 mth. SCW						

Becky R. Sutton
Tax Administrator



229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580

(252) 747-3615
FAX (252) 747-5067

C3

April 25, 2016

To: Mr. Kyle DeHaven, Greene County Manager
Greene County Board of Commissioners

From: Becky R. Sutton
Greene County Tax Administrator

Tax Office Issues:

Consideration of Late Applications for Present Use Value

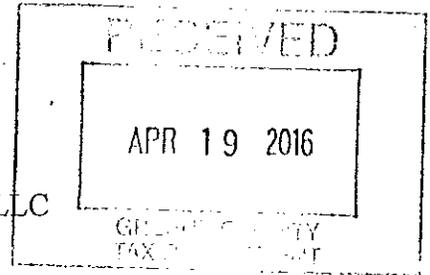
The assessor has no authority to approve a late application for the present use value deferment. However, GS 105-282.1(a1) states "upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the date of the listing period may be approved by the Board of Commissioners". If approved, the application is for the current year and is not retroactive. Due to information on the application being confidential, a copy of the application is not attached.

Attached are letters from taxpayers requesting your consideration of their late applications. The applicant and parcel meet the eligibility requirements. Consideration of these late applications would be appreciated and is recommended since the Board has previously considered other late applications.

Present Use Application:

Beatrice Dail, Robert William Dail & Phyllis Dail – Parcel 0306424
Sportsman Properties LLC & Bullhead Properties LLC – Parcel 0100549

TO: Greene County Board of Commissioners
FROM: Sportsman Properties, LLC and Bullhead Properties, LLC
DATE: April 19, 2016
RE: Request for acceptance of late present use value application on parcel
0100549 and release of deferred taxes



Please accept my request for acceptance of my late application for present use value on the above referenced parcel, which was originally due by February 1, 2016. My reason for filing untimely is

lack of communication between my son and I.

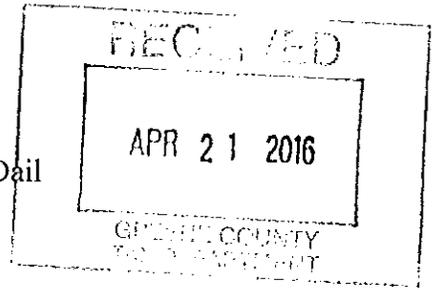
Donald R. Blizzard Sr.
Sportsman Properties, LLC
Donald Blizzard, Sr.

4-19-16
Date

Donald C. Blizzard Jr.
Bullhead Properties, LLC
Donald Blizzard, Jr.

4-19-16
Date

TO: Greene County Board of Commissioners
FROM: Beatrice P. Dail, Robert William Dail, Phyllis Frey Dail
DATE: April 14, 2016
RE: Request for acceptance of late present use value application on parcel
0306424 and release of deferred taxes



Please accept my request for acceptance of my late application for present use value on the above referenced parcel, which was originally due by March 25, 2016. My reason for filing untimely is

We were not told about this -

Beatrice P. Dail
Beatrice P. Dail

4-21-2016
Date

Robert William Dail
Robert William Dail

4-21-2016
Date

Phyllis Frey Dail
Phyllis Frey Dail

4-21-2016
Date

C4

GREENE COUNTY

LINE ITEM TRANSFER/BUDGET AMENDMENT

4/6/2016

Department of Social Services

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
		0.00			0.00
Total		0.00			0.00

BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Respite Care Fam.	11171-4371-25	\$ 2,940.00	Respite Care Fam.	11523-5622-00	\$ 2,940.00
FBA	11198-430900	3,672.00	NRCOG	11527-5621	3,672.00
	11171-437202				
Total		\$ 6,612.00	Total		\$ 6,612.00

Explanation: Additional funding received for Respite care and NRCOG. NRCOG, revenue side has been over stated, we do not want the increase put in that account, is this how we do this?

Requested by:

Angelacelis, MSW

Approved by:

Commissioners
Jerry Jones – Chairman
Brad Fields -- Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



GREENE COUNTY
A Place To Grow. The Way To Live.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Becky Sutton; Board of Equalization and Review

Date: May 2, 2016

The Board of Equalization and Review will convene

Action Recommended:

Motion to Adjourn the Board of Commissioners Meeting and reconvene as the Board of equalization and review

Motion to Adjourn the Board of Equalization and review for 2016 and reconvene as the Board of Commissioners.

Board Action is Needed

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Becky R. Sutton
Tax Administrator



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FAX (252) 747-5067

AGENDA
GREENE COUNTY BOARD OF EQUALIZATION AND REVIEW
GREENE COUNTY TECH CENTER
May 2, 2016– 7:00 P.M.

ORDER OF BUSINESS

- A. Call to Order (Reconvene as Board of Equalization and Review)**
- B. As of April 25, 2016 there have been no formal requests received to appeal real property to the Board of Equalization and Review.**
- C. If no other appeals, recommend adjournment of 2016 Board of Equalization and Review.**

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss



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WHEREAS, the Greene County Board of Commissioners hereby establishes and sets aside a special time for the purpose of receiving such comments and suggestions in addition to public hearings

NOW, THEREFORE; BE IT RESOLVED that all comments and suggestions addressed to the Greene County Board of Commissioners during the Public Comment Period shall be subject to the following Public Comment Policy:

1. Policy Purpose

a. To establish a policy for citizens to appear before the Greene County Board of Commissioners at their regular meetings during the month.

2. Coverage

a. This policy, upon adoption by the Greene County Board of Commissioners, shall remain in effect until such time that it is altered, modified, or rescinded by the Greene County Board of Commissioners.

3. Policy

a. Anyone desiring to address the Board of Commissioners must sign up with the Deputy County Clerk between 6:45 pm and 7:00 pm on the night of the Greene County Board of Commissioners meeting. The request should be in writing and on a form provided by the Deputy County Clerk. The form shall, as a minimum, provide the requestors name and address.

b. The Public Comment portion of the agenda will be placed at the beginning of the agenda but after all Public Hearings.

c. Each speaker must be recognized by the Chairman as having the exclusive right to be heard.

d. Comments are limited to three minutes per speaker. A speaker cannot give their allotted time/minutes to another speaker to increase that persons allotted time.

e. Speakers must address the entire Greene County Board of Commissioners, not an individual member. Discussions between speakers and the audience will not be allowed.

f. Speakers will be civil in their language and presentation.

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- g. There shall be a maximum of three (3) participants on the same subject. It is recommended that if there are several people who wish to speak on the same subject that they choose one speaker to speak for all.
- h. The time allotted for Public Comment will be 15 minutes. The Board of Commissioners can choose to extend the Public Comment Period, by a majority vote, an additional 15 minutes for a total of 30 minutes for public comments.
- i. Individuals who sign up but cannot speak due to time constraints will be carried to the next regular meeting of the Greene County Board of Commissioners and placed first on the Public Comment Agenda.
- j. For clarification, any Greene County Board of Commissioners may ask the speaker questions. The time used by a Greene County Board of Commissioners to ask a question, or the response to his/her question, will not be counted against the citizens three minute time allotment.
- k. Public comment is not intended to require the Greene County Board of Commissioners to answer any impromptu questions. Action on items brought up during the Public Comment Period will be at the discretion of the Greene County Board of Commissioners.
- l. The public can address the Greene County Board of Commissioners on any issue other than public hearings items and those items that would be covered in closed session, which would include, but not be limited to attorney/client privilege, personnel, land acquisition and contract negotiations.
- m. Anyone desiring to address the Greene County Board of Commissioners on a specific concern requiring more effective and informed action by the Greene County Board of Commissioners should contact the County Manager at least one week prior to the meeting for the topic to be reviewed for consideration to be placed on the agenda. Whenever possible, staff will address the concern directly, but if staff cannot address the issue, it will be placed on the agenda as early as practicable. The person making the request should provide sufficient information pertaining to their concerns to allow the Greene County Board of Commissioners to review the citizen concerns and/or request.

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F1
County Manager
Kyle DeHaven
Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Melissa Reese; Eastpointe

Date: May 2, 2016

Ms. Melissa Reese, of Eastpointe, will present a proclamation declaring May Mental Health Month

Action Recommended:

Motion to approve the proclamation as written

Board action Needed

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Corporate Office:
514 East Main Street
Post Office Box 369
Beulaville, N.C. 28518
Administration: 800-513-4002
Access to Care: 800-913-6109

Sarah N. Stroud, CEO

Mental Health Month 2016

WHEREAS, mental health is essential to everyone's overall health and well-being;
and

WHEREAS, all Americans experience times of difficulty and stress in their lives;
and

WHEREAS, prevention is an effective way to reduce the burden of mental illnesses;
and

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use
to better handle challenges, and protect their health and well-being;
and

WHEREAS, mental illnesses are real and prevalent in our nation;
and

WHEREAS, with early and effective treatment, those individuals with mental illnesses can recover
and lead full, productive lives;
and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen
shares the burden of mental illnesses
and
has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, Eastpointe MCO, does hereby proclaim May 2016 as

Mental Health Month

As the Board Chair, I also call upon the citizens, government agencies, public and private institutions, businesses and schools in our communities to recommit to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses at all stages

Rob Boyette, Eastpointe Board Chair



Managing Behavioral Healthcare for the Citizens of Bladen, Columbus, Duplin, Edgecombe, Greene, Lenoir, Nash, Robeson, Sampson, Scotland, Wayne, and Wilson Counties

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



61
County Manager
Kyle DeHaven
Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Contract to Audit

Date: May 2, 2016

Jay Parris, of Barrow, Parris, and Davenport, P.A. has submitted a contract to audit for financial statements of FY 2015/16. The Proposed contract price is \$51,500. This is an increase of \$2,500 from the previous year.

Action Recommended:

Commissioners take action as deemed necessary

Board action is needed.

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EDWARD L. BARROW, CPA
JAY A. PARRIS, CPA
L. DOCK DAVENPORT II, CPA

BARROW, PARRIS & DAVENPORT, P.A.
CERTIFIED PUBLIC ACCOUNTANTS
662 SUSSEX STREET
KINSTON, NORTH CAROLINA 28504-8319

MEMBERS
NORTH CAROLINA ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS
AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

CLIENT'S COPY
Prepared By
BARROW, PARRIS & DAVENPORT, PA
CERTIFIED PUBLIC ACCOUNTANTS

MAILING ADDRESS
POST OFFICE BOX 6069
KINSTON, NC 28501-0069
TELEPHONE: (252) 522-5200
FAX: (252) 523-6366

April 19, 2016

Mr. Kyle DeHaven
County Manager
Greene County
229 Kingold Blvd., Suite A
Snow Hill, NC 28580

RE: 2015-2016 Greene County Audit

Dear Kyle:

Enclosed is our contract proposal and engagement letter for performing and submitting a report on the Audit of the Greene County for the fiscal year 2015-2016.

The contract and engagement letter should be executed (signed by the Chairperson, DPCU Chairperson and Finance Officer, dated) and returned to Barrow, Parris & Davenport, P.A. in the enclosed envelope for submission.

We appreciate very much this opportunity to provide this proposal and look forward to working with you again.

Yours very truly,

BARROW, PARRIS & DAVENPORT, P.A.

Jay A. Parris, CPA

JAP/as

Enclosures

CONTRACT TO AUDIT ACCOUNTS

Of County of Greene
Primary Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Unit (DPCU) if applicable

On this 19th day of April, 2016,

Auditor: Barrow, Parris & Davenport, P.A. Auditor Mailing Address: PO Box 6069

Kinston, NC 28501-0069 Hereinafter referred to as The Auditor

and Commissioners (Governing Board(s)) of County of Greene
(Primary Government)

and Greene County Industrial Facility and Pollution Control Financing Authority; hereinafter referred to as the Governmental Unit(s), agree as follows:
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2015, and ending June 30, 2016. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Rule*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and/or audit documentation are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).

County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.

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

4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government*

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

Auditing Standards. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment..

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2016. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net> Subject line should read "Invoice – [Unit Name]. The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (Note: Fees listed on signature pages.)
10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed prior to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.
13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, agreed-upon procedures report, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

The LGC's process for submitting contracts, audit reports and invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is <http://nctreasurer.slgfd.leapfile.net>. No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
16. Whenever the Auditor uses an engagement letter with the Governmental Unit, Item #17 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #24 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.
19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net> Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of October 2015. These instructions are subject to change. Please check the NC Treasurer's web site at www.nctreasurer.com for the most recent instructions.
20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
- ~~21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.~~
22. **E-Verify.** Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 143-6A-4. Contractor shall not utilize any subcontractor that is identified on the List.
24. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

SIGNATURE PAGES FOLLOW

Contract to Audit Accounts (cont.)

County of Greene

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

County of Greene

- FEES

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards]

Audit See Attachment A

Preparation of the annual financial Statements

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ 38,625.00

** NA if there is to be no interim billing

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

Barrow, Parris & Davenport, P.A.

Name of Audit Firm

By Jay A. Parris, CPA

Authorized Audit firm representative name: Type or print

J. A. Parris, CPA

Signature of authorized audit firm representative

Date 4-20-16

jparris@bpdcpa.com

Email Address of Audit Firm

Governmental Unit Signatures:

County of Greene

Name of Primary Government

By Brad Fields, Chairperson

Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Date

By N/A

Chair of Audit Committee - Type or print name

**

Signature of Audit Committee Chairperson

Date N/A

** If Governmental Unit has no audit committee, mark this section "N/A"

County of Greene

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Kyle DeHaven, County Manager

Primary Governmental Unit Finance Officer:

Type or print name

Primary Government Finance Officer Signature

Date

(Pre-audit Certificate must be dated.)

kdehaven@co.greene.nc.us

Email Address of Finance Officer

Date Primary Government Governing Body Approved Audit Contract - G.S. 159-34(a)

Contract to Audit Accounts (cont.)

County of Greene

Governmental Unit
Greene County Industrial Facility and Pollution Control Financing Authority
Discretely Presented Component Units (DPCU) if applicable

**** This page to only be completed by Discretely Presented Component Units ****

Greene County Industrial Facility and Pollution Control Financing Authority FEES

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards]

Audit

Preparation of the annual financial Statements

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$

**** NA if there is to be no interim billing**

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

DPCU Governmental Unit Signatures:

Greene County Industrial Facility and Pollution Control Financing Authority

Name of Discretely Presented Component Unit

By Brad Fields, Chairperson

DPCU Board Chairperson: Type or print name and title

Signature of Chairperson of DPCU governing board

Date

By N/A

Chair of Audit Committee - Type or print name

Signature of Audit Committee Chairperson

Date N/A

**** If Governmental Unit has no audit committee, mark this section "N/A"**

Greene County Industrial Facility and Pollution Control Financing Authority

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By

DPCU Finance Officer:

Type or print name

DPCU Finance Officer Signature

Date

(Pre-audit Certificate must be dated.)

Email Address of Finance Officer

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

Steps to Completing the Audit Contract

1. Complete the Header Information – NEW: If a DPCU is subject to the audit requirements as detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not issued for the DPCU and is to be included in the Primary Government's audit, the DPCU must be named with the parent government on this Audit contract. The Board chairman of the DPCU also must sign the Audit contract.
2. Item No. 1 – Complete the period covered by the audit
3. Item No. 6 – Fill in the audit due date. For Governmental Unit (s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.
4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>
5. Item No. 9 – NEW: Please note that the fee section has been moved to the signature pages, Pages 5 & 6.
6. Item No. 16 – If there is a reference to an engagement letter or other document (ex: Addendum), has the engagement letter or other document been acknowledged by the Governmental Unit and attached to the contract submitted to the SLGFD?
 - a. ~~Do the terms and fees specified in the engagement letter agree with the Audit contract? “In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control.”~~
 - b. Does the engagement letter contain an indemnification clause? **The audit contract will not be approved if there is an indemnification clause – refer to LGC Memo # 986.**
7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the signature pages, please note:
 - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year's total audit fee. If the contract fee is partially variable, we will compare the authorized interim payment on the contract to 75% of last year's actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: <https://www.nctreasurer.com/slg/Pages/Non-Audit-Services-and-Audit-Fees.aspx> - Auditors and Audit Fees.
Please call or email Steven Holmberg of our office at 919-807-2394 steven.holmberg@nctreasurer.com if you have any questions about the fees on this list.
 - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?

Governmental Unit

Greene County Industrial Facility and Pollution Control Financing Authority

Discretely Presented Component Units (DPCU) if applicable

- For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)
 - If there is to be no interim billing, please indicate N/A instead of leaving the line blank.
8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Send the page(s) that are applicable to your Unit of Government. Make sure all signatures have been obtained, and properly dated. **The contract must be approved by Governing Boards pursuant to G.S. 159-34(a).** NEW - If this contract includes auditing a DPCU that is a Public Authority under the Local Government Budget and Fiscal Control Act it must be named in this Audit contract and the Board chairperson of the DPCU **must also sign** the Audit contract in the area indicated. If the DPCU has a separate Audit, a separate Audit contract is required for the DPCU.
9. Please place the date the Unit's Governing Board and the DPCU's governing Board (if applicable) approved the audit contract in the space provided.
- a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.
 - b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?
 - c. Has the name and title of the Mayor or Chairperson of the Unit's Governing Board and the DPCU's Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor's signature?
10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the applicable signature page(s) of the contract.
11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.
12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to be submitted for approval into a PDF file. Peer Review Reports should be submitted in a separate PDF file. These documents should be submitted using the most current submission process which can be obtained at the NC Treasurer's web site -- <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.
13. NEW: If an audit is unable to be completed by the due date, an Amended Contract should be completed and signed by the unit and auditor, using the new "Amended LGC-205" form (Rev. 2015). The written explanation for the delay is now included on the contract itself to complete, and must be signed by the original parties to the contract.



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AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

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FAX: (252) 523-6366

Contract to Audit Accounts of the County of Greene
April 19, 2016

ATTACHMENT A

\$51,500

Invoices will be submitted at the end of each month beginning with July covering the work performed for the month. Interim billing will not exceed 75% of the total contract.

Audit (Includes Greene County Water & Sewer District I)	\$43,775
Preparation of Financial Statements	7,725
	\$51,500

Brad Fields
Chairperson

Kyle DeHaven
County Manager

Jay A. Parris, CPA

Jay A. Parris, CPA
Barrow, Parris & Davenport, P.A.



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JAY A. PARRIS, CPA
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April 19, 2016

County of Greene
Snow Hill, NC 28580

We are pleased to confirm our understanding of the services we are to provide County of Greene for the year ended June 30, 2016. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of County of Greene as of and for the year ended June 30, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement County of Greene's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to County of Greene's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Supplementary Required Information, as required by the Government Accounting Standards Board (GASB) or by the Financial Accounting Standards Board (FASB).

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

1. Schedule of expenditures of federal and State awards.
2. All combining and individual fund and account group financial statements.

Audit Objectives

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

- Internal control related to the financial statements and compliance with the provision of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, as described in the *Audit Manual for Government Auditors in North Carolina* (as applicable).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the *Audit Manual for Governmental Auditors in North Carolina*; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Commissioners of County of Greene. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

Audit Procedures—General

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

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

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

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

Audit Procedures—Internal Control

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

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of County of Greene's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of County of Greene's major programs. The purpose of these procedures will be to express an opinion on County of Greene's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of County of Greene in conformity with U.S. generally accepted accounting principles and

OMB Circular A-133 based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

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

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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

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

Engagement Administration, Fees, and Other

We understand that your employees will locate any documents and invoices selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal and State awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Barrow, Parris & Davenport, P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to County of Greene or appropriate Cognizant or Oversight Agency for Audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Governmental Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Barrow, Parris & Davenport, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the County of Greene or appropriate Cognizant Agency, Oversight Agency for Audit or pass-through entity. If we are aware that a federal awarding agency, State awarding agency, pass-through government, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit as soon as possible and to issue our reports no later than October 31, 2016. Jay A. Parris, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services are contained in our "Contract to Audit Accounts," approved by the Local Government Commission. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2015 peer review report accompanies this letter.

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

Very truly yours,

BARROW, PARRIS & DAVENPORT, P.A.


Jay A. Parris, CPA

RESPONSE:

This letter correctly sets forth the understanding of County of Greene.

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



SYSTEM REVIEW REPORT

To the Partners of Barrow, Parris & Davenport, P.A.
and the Peer Review Committee of the North Carolina Association
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Barrow, Parris & Davenport, P.A. (the firm) in effect for the year ended March 31, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Barrow, Parris & Davenport, P.A. in effect for the year ended March 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Barrow, Parris & Davenport, P.A. has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

August 4, 2015

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