

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, MARCH 2, 2015  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF FEBRUARY 16, 2015 REGULAR SESSION

1. PUBLIC HEARING FOR PEACOCK LANE AND BLACK LANE RUN: Don Baumgardner, Planning Director
2. PUBLIC HEARING FOR FY15 CDBG INFRASTRUCTURE FUNDING CYCLE: Reed Whitesell, Holland Consulting Planners
3. PETITIONS OF CITIZENS
4. RESOLUTION – MILITARY FAMILY OF THE QUARTER

DEPARTMENTAL MATTERS

5. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
6. FINANCE – BUDGET AMENDMENT: Rick Hemphill, Assistant County Manager, Finance/Administration
7. PLANNING
  - A. Request for Addition to State Maintained Road: Don Baumgardner, Planning Director
  - B. Policies and Resolutions – FY13-15 Flood Mitigation Assistance Elevation Program: Reed Whitesell, Holland Consulting Planners
  - C. Engineering Contract Award – FY13-15 Flood Mitigation Assistance Elevation Program: Reed Whitesell, Holland Consulting Planners
8. CONVENTION CENTER – BUDGET AMENDMENT: Mary Harris, Convention Center Director

9. APPOINTMENTS
10. COUNTY ATTORNEY'S REPORT: Jim Hicks
11. COUNTY MANAGER'S REPORT: Jack Veit
12. COMMISSIONERS' REPORTS

Agenda Date: March 2, 2015

Presenter: Don Baumgardner

Agenda Item No. 1

Board Action Required: Yes

### **PUBLIC HEARING FOR PEACOCK LANE AND BLACK LANE RUN**

A public hearing will be held on Monday, March 2<sup>nd</sup> at 7:00 p.m., as advertised, to receive input from citizens regarding the proposal to name two private drives, Peacock Lane and Black Lane Run in Craven County. (See Attachment #1)

**Board Action: Receive comments from the public and approve the naming of the two private drives.**

Agenda Date: March 2, 2015

Presenter: Reed Whitesell

Agenda Item No. 2

Board Action Required: Yes

## **PUBLIC HEARING FOR FY 15 CDBG INFRASTRUCTURE FUNDING CYCLE**

A public hearing will be held on Monday, March 2<sup>nd</sup>, 2015 at 7:00 p.m., as advertised, to hear public comments regarding the County's intent to apply for FY2015 CDBG Infrastructure funding (Township 7 STEP pump replacement). The County is required to hold two public hearings. The 1<sup>st</sup> public hearing was held on January 5<sup>th</sup>. It is anticipated that up to \$750,000.00 for infrastructure projects will be available. (See Attachment #2)

The purpose of this public hearing is to allow citizens, County staff, and elected officials to express concerns or interests related to community development throughout Craven County prior to actual application for any specific FY15 CDBG project.

**Board Action: Hear public comment. Support Resolution of Intent to apply and authorize the Chairman to sign.**

Agenda Date: March 2, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 3

Board Action Required: No

## PETITIONS OF CITIZENS

**Board Action: Receive Information**

Agenda Date: March 2, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 4

Board Action Required: Yes

## RESOLUTION – MILITARY FAMILY OF THE QUARTER

The Board received a request to adopt the resolution, contained in Attachment #4, recognizing the family of Corporal Javade G. Smith as Military Family of the Quarter. The recognition luncheon will be held on Thursday, March 12 at noon at the New Bern Country Club. (Please note that March 12 is the second day of the re-scheduled Essentials of County Government).

**Board Action: Adopt Resolution**

Agenda Date: March 2, 2015

Presenter: Ronnie Antry

Agenda Item No. 5

Board Action Required: Yes

## **DEPARTMENTAL MATTERS: TAX – RELEASES AND REFUNDS**

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #5 for the Board's approval.

In addition to the regular release and refund requests, there are 2 refund items for Faith United Methodist Church. The church leases a building on its property to a private for-profit day care center. A discovery was made to add the building to the tax records for the four years that it lost its tax exemption. A tax bill was issued and the taxpayer appealed the discovery to the Craven County Board of Equalization and Review which upheld the assessor's finding that the property is taxable; however, it reduced the assessed value from \$428,200 to \$152,500. This change resulted in the total tax liability for the four years to be reduced from \$19,209.75 to \$6,841.48. Therefore, this difference of \$12,368.27 is to be refunded to the church.

Should you have any questions regarding this refund or any of the others on the list, Mr. Antry will be present at the meeting to answer them.

**Board Action: A roll call vote is needed to approve tax releases and refunds.**

Agenda Date: March 2, 2015

Presenter: Rick Hemphill

Agenda Item No. 6

Board Action Required: Yes

**DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT**

Assistant County Manager, Finance/Administration, Rick Hemphill, will present the following budget amendment for the Board's approval.

**Amendments:** Dental/Capital Reserve – Agreement to transfer 50% of annual dental profits to Capital Reserve. Need to budget/transfer that portion from FY '14, in the amount of \$58,129, to Capital Reserve for future repairs. Extensive repair/replacement of plumbing to begin once school is dismissed for the summer. (See Attachment #6)

**Board Action: A roll call vote is needed to approve budget amendment.**

Agenda Date: March 2, 2015

Presenters: Don Baumgardner, Reed Whitesell

Agenda Item No. 7

Board Action Required: Yes

## DEPARTMENTAL MATTERS: PLANNING

### A. REQUEST FOR ADDITION TO STATE MAINTAINED ROAD

Attachment #7.A contains a road addition resolution requesting the Board of Commissioners to approve Wadkins Boulevard in Oak Creek Estates at Carolina Pines to be turned over to the State of North Carolina for maintenance. The resolution, once passed, will be forwarded to NCDOT for their final consideration and acceptance of the road to the State Maintenance System.

**Board Action: A vote by the Board of Commissioners is needed to approve the standard SR2 Road Addition Resolution.**

### B. POLICIES AND RESOLUTIONS – FY13-15 FLOOD MITIGATION ASSISTANCE ELEVATION PROGRAM

Reed Whitesell, Holland Consulting Planners, will present Craven County's notice of a \$1.83 million Flood Mitigation Assistance (FMA) award from the NC Division of Emergency Management for the elevation of eleven (11) residential structures. The Planning Director expects to execute a final grant agreement by mid-March.

Attachment #7.B contains policies that need to be adopted in order to move forward with the project.

**Board Action: Approve policies and authorize the Chairman to sign.**

### C. ENGINEERING CONTRACT AWARD – FY13-15 FLOOD MITIGATION ASSISTANCE ELEVATION PROGRAM

A bid opening for the elevation and retrofitting of residential structures associated with the FY13-15 Flood Mitigation Assistance Project was held on February 20, 2015. Bids were received by two (2) engineering firms; Appian Consulting Engineers, P.A., of Rocky Mount and Weston Lyall of Holly Ridge.

It is recommended that the Board award the contract for the FY13-15 FMA structural engineering services to Appian Consulting Engineers, P.A. in order to move forward with the project. (See Attachment #7.C)

**Board Action: A vote to approve Appian Consulting Engineers, P.A., as recommended.**

Agenda Date: March 2, 2015

Presenter: Mary Harris

Agenda Item No. 8

Board Action Required: Yes

**DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT**

Convention Center Director, Mary Harris, will present a budget amendment to appropriate \$248.20 from the Tourism Development Authority to cover additional expenses of the New York Media Mission with the NC Department of Commerce. This trip was rescheduled due to weather and is now scheduled for March 18-20, 2015. (See Attachment #8)

**Board Action: A roll call vote is needed to approve budget amendment.**

Agenda Date: March 2, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 9

Board Action Required: Yes

## APPOINTMENTS

- A. PENDING
- B. CURRENT
- C. UPCOMING

**Board Action: Appointments will be effective immediately, unless otherwise specified.**

**A. PENDING APPOINTMENT(S):**

HAVELOCK BOARD OF ADJUSTMENT

AUTHORIZATION: Havelock City Code – Article XI

MISSION/FUNCTION: \_\_\_\_\_

\_\_\_\_\_

NUMBER OF MEMBERS:

7

1

1

TYPE:

City of Havelock

Extraterritorial Jurisdiction (County)

Extraterritorial alternate (County)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

County appointees must reside in the extraterritorial areas of the City of Havelock.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3<sup>rd</sup> Wednesday of the month at 7:30 p.m., and at the call of the Chair

**Terms ending:** Nancy Webster, Alt. (Appointed 2009; resigned)

**No applications on file.** (The City of Havelock has not received any interest from citizens, but still working on it.)

INDUSTRIAL FACILITIES POLLUTION CONTROL FINANCING AUTHORITY

AUTHORIZATION: Bylaws

MISSION/FUNCTION: \_\_\_\_\_

NUMBER OF MEMBERS: \_\_\_\_\_

7 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TYPE:

Qualified electors

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: Annual Meeting on 2<sup>nd</sup> Tuesday in October; otherwise, as needed

COMPENSATION: No  : Yes  Specify: \_\_\_\_\_

**Terms remaining to be filled: 1**

**Application(s) on file:** Paul Benjamin Hill (Attachment #9.A.)

CRAVEN COUNTY CLEAN SWEEP COMMITTEE

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To eliminate littering and promote recycling through education and ordinance enforcement.

NUMBER OF MEMBERS:

15

\_\_\_\_\_

\_\_\_\_\_

TYPE:

Civic, neighborhood, municipal, industrial business, schools

\_\_\_\_\_

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3<sup>rd</sup> Wednesday of the months of March, June, September and December

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) ending:**

Bob Adams (Appointed 2012)  
Connie Adams (Appointed 2012)  
Eddie Games (Appointed 2012)  
Debbie Kirkman (Appointed 2012)

**No applications on file.**

NEW BERN-CRAVEN COUNTY PUBLIC LIBRARY

AUTHORIZATION: Bylaws and NCGS 153-250.4

MISSION/FUNCTION: To determine policy of the library, advise in preparation of the budget, approve the budget, study relevant legislation, provide adequate facilities.

NUMBER OF MEMBERS: \_\_\_\_\_

10

\_\_\_\_\_

TYPE:

5 County Appointees

5 City Appointees

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 7:30 p.m. 1<sup>st</sup> Tuesday of alternate months February, April, June, August, October and December)

COMPENSATION: No ; Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Maria Muniz

**Application(s) on file:** Georgene Jackson (Attachment # 9.A.1.)

**B. CURRENT APPOINTMENTS**

FIRE TAX COMMISSIONERS

AUTHORIZATION: N.C.G.S. 69-25.7

MISSION/FUNCTION: To serve in an advisory capacity as representatives of the County Commissioners relative to determining the amount of fire protection needed in their respective districts, assuring that district residents are afforded fire protection commensurate with the amount of fire tax paid, and furnishing said protection.

NUMBER OF MEMBERS:

30

TYPE:

3 per District

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Must be a qualified voter of the district represented.

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: \_\_\_\_\_

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Terms due to expire:** Tommy Cowen (Twp.1; appointed 2013)  
Sammy Lilly (Twp. 1; appointed 2013)  
Ronald Pate (Twp. 1; appointed 2013)  
James Smith (Twp. 3; appointed 2006)  
Howard Spence (Swift Creek; appointed 2011)

**Application(s) on file:** Terry Gaskins (to replace Howard Spence;  
See (Attachment # 9.B.))

Reappointment is requested for all by Howard Spence.

CRAVEN COUNTY COMMUNITY CHILD PROTECTION  
TEAM

AUTHORIZATION: NCGS 7B-1406

MISSION/FUNCTION: To respond to child protection needs before a child is harmed by taking action to identify and address gaps or deficiencies in services and resources through the annual report to the County Board of Commissioners, collaboration with community partners, promoting public awareness and advocating for action that addresses the child protection needs of each county.

NUMBER OF MEMBERS:

11-16

TYPE:

DSS Director, DSS staff member, law enforcement officer, attorney from DA's office, executive director of local community action agency, public School superintendent or designee, member of DSS Board, mental health professional, Guardian ad Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge, Commissioners appointees from other county agencies or community at-large

QUALIFICATIONS: Stated above.

LENGTH OF TERMS: As set by respective agencies, position and Commissioners'

MEETING SCHEDULE: Quarterly; January, April, July, October

**Terms ending:** Kent Flowers (DSS; appointed 2006; **mandated position**)

EMS (EMERGENCY MEDICAL SERVICES) ADVISORY COUNCIL

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Develops and recommends for approval by the Board of Commissioners standards of care, procedures and actions which will maintain and improve the quality of emergency Medical Services for the residents of Craven County.

NUMBER OF MEMBERS:  
28

TYPE:  
County Manager (or representative), County Emergency Services Director, Representative from each Craven County Emergency Medical Services Provider, representative from each authorized First Responder Provider, hospital president (or designee), Craven County Medical Director, physician nominated by Craven County Medical Society, representative from Craven County Communications, representative from Craven County Firemen's Association, hospital Emergency Room Supervisor, citizen (non-provider affiliated), Community College Dean of Continuing representative nominated by Craven County Enforcement Association, representative hospital aboard MCAS Cherry Point, ad hoc members (ECCOG EMS Director, OEMS Coordinator, American Red Cross

Education,  
Law  
from naval  
  
Regional  
Director

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):  
  
(See above)

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Crystal Davis (Appointed 2011; needs to be replaced)

FIREMEN'S RELIEF FUND BOARD OF TRUSTEES

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:  
5 per department

TYPE:  
2 appointed by Board of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Keith Morris (Twp. 1; appointed 2013)  
Dennis Smith (No. 1; appointed 2013)

**No Applications on file. (Reappointment is requested for both)**

LOCAL EMERGENCY PLANNING COMMITTEE

AUTHORIZATION: Bylaws in accordance with Title III of the Superfund Amendments and Reauthorization Act of 1986 and NC Emergency Response Commission Resolution 13 of April 2004

MISSION/FUNCTION: To perform duties lawfully assigned by the North Carolina Emergency Response Commission, including but not limited to developing a chemical hazard/risk analysis, providing planning assistance and review of all chemically related emergency response and disaster plans upon request, and serving as liaison with local hazardous materials response training programs.

NUMBER OF MEMBERS:

Not Specified

TYPE:

From recommended agencies:

Encee Chemical, Carolina East Medical Center, Weyerhaeuser Company, Health Department, Emergency Services, Cooperative Extension, BSH, City of New Bern Fire and Rescue, Neuse River Foundation, The Sun Journal, Craven Correctional Center, MCAS Cherry Point, American Red Cross, County Commissioner

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Must possess or have ready access to a wide range of expertise relating to the community, industrial facilities and transportation, and the mechanics of emergency response and response planning.

LENGTH OF TERMS: Not Specified

MEETING SCHEDULE: Quarterly (February, May, August, November)

COMPENSATION: No X Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Tom Cuthrell (CarolinaEast Medical Center; retiring 2/20/15)

**Application on file:** Larry Mares ( See Attachment # 9.B.1.)

## C. UPCOMING APPOINTMENTS

### April

Aging Planning Board: Joanne Celinski (appointed 2013)

EMS Advisory Board: Richard Crumbacker (appointed 2013)  
Jonathon Gaskins (appointed 2011)  
Sarah Rakowski (Tarheel; appointed 2011)

Firemen's Relief Fund: Robert Blalock (Twp. 7; appointed 2011)  
Oswald Chance (Twp. 7; appointed 2013)  
Milton Everette (#5; appointed 2009)  
John Harrell (Tri-Community; appointed 2011)  
Donald Heath (Ft. Barnwell; appointed 2011)  
John Norris (appointed 2013)  
Matthew Spirko (Tri-Community; appointed 2012)

Fire Tax Commissioners: Craig Arthur (#6; appointed 2007)  
Shep Carroll (#7; appointed 2013)  
James Cline (Tri-Community; appointed 2013)  
Tim Harvey (appointed 2013)  
Jackie McKinney (#7; appointed 2013)

Highway 70 Corridor: Bobby Darden (appointed 2013)

Zoning Board: John Brazelton (appointed 1999)  
Gerald Teel (appointed 1999)  
Alvin West (Alternate; appointed 1999)

### May

Eastern Carolina Regional  
Housing Authority Arlene Clifton (Appointed 2000)

Fire Tax Commissioner John Hawkins (Twp. 3; appointed 2013)  
John Norris, Sr. (Rhems; appointed 2013)

Nursing Home Advisory  
Committee Cheryl Stevenson (Appointed 2012)

Agenda Date: March 2, 2015

Presenter: Jim Hicks

Agenda Item No. 10

## **COUNTY ATTORNEY'S REPORT**

### **OFFER TO PURCHASE REAL PROPERTY – 1422 LINCOLN STREET (#8-013-052).**

The County and City have received an offer in the amount of \$4,000.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,182.41. The current tax value is \$66,730.00. Attachment #10 contains a copy of the offer to purchase, deed, GIS information, and proposed resolution. The City has previously approved the offer.

Should the Board accept this offer, then the property will then be advertised for upset bids in accordance with General Statutes. Once no further upset bids are timely received, the County and City may accept or reject the final offer.

Agenda Date: March 2, 2015

Presenter: Jack Veit

Agenda Item No. 11

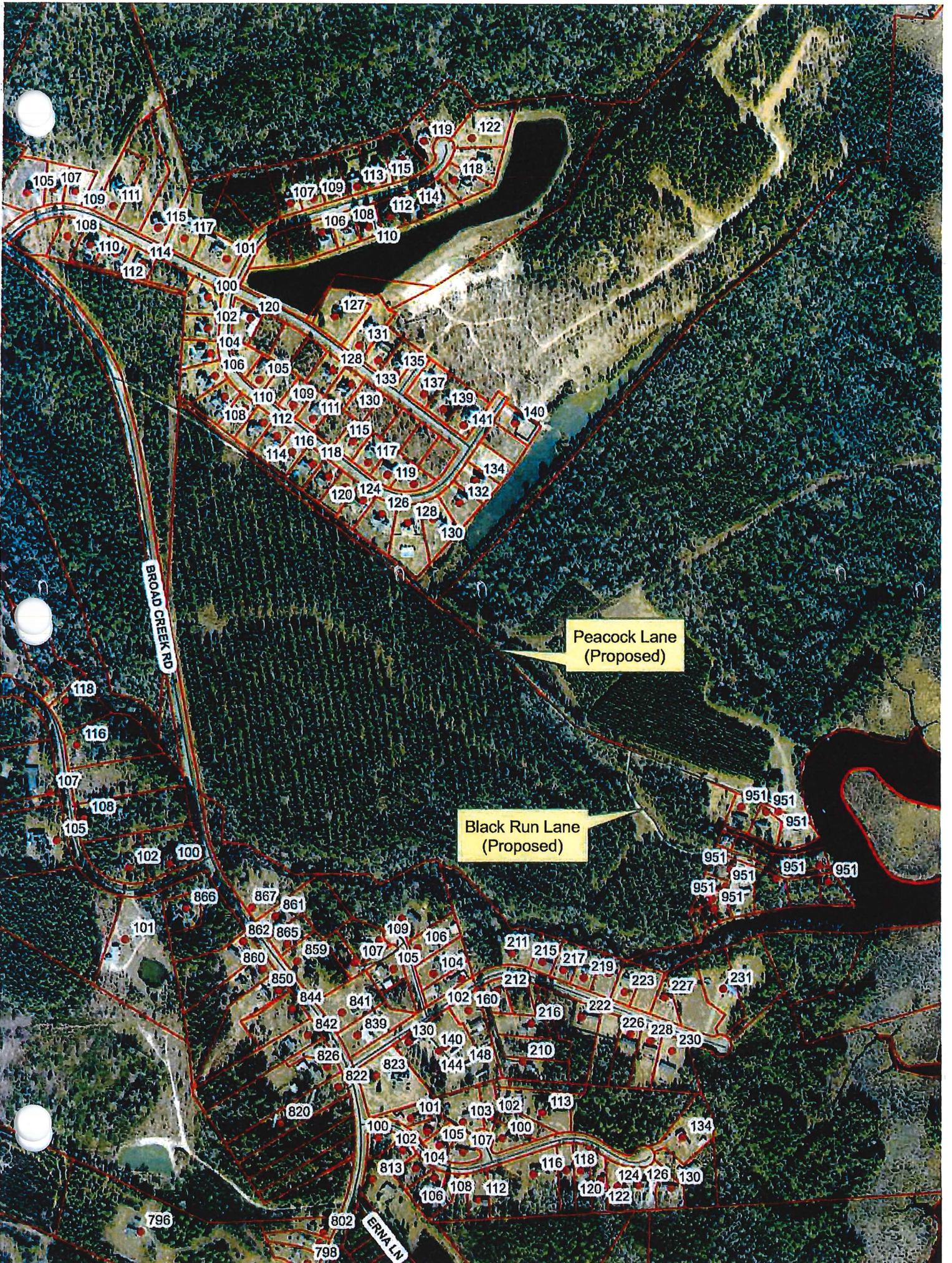
## **COUNTY MANAGER'S REPORT**

Agenda Date: March 2, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 12

## **COMMISSIONERS' REPORTS**



## Attachment 2

### RESOLUTION BY THE CRAVEN COUNTY BOARD OF COMMISSIONERS

WHEREAS, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environment & Natural Resources (NCDENR) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363, and

WHEREAS, CRAVEN COUNTY has need for and intends to construct sewer improvements owned and maintained by the City of New Bern described as: Installation of new STEP sewer pump systems in Township 7, and

WHEREAS, CRAVEN COUNTY intends to request state grant assistance for the project,

#### NOW THEREFORE BE IT RESOLVED, BY THE CRAVEN COUNTY BOARD OF COMMISSIONERS:

That CRAVEN COUNTY, the **Applicant**, will enter into a Memorandum of Agreement with the City of New Bern that requires the City to adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.

That CRAVEN COUNTY enter into a Memorandum of Agreement with the City of New Bern that requires the City to provide for efficient operation and maintenance of the project on completion of construction thereof.

That **Donald Baumgardner, Craven County Planning Director**, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of CRAVEN COUNTY with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That CRAVEN COUNTY has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 2nd day of March, 2015 at New Bern, North Carolina.

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(Signature of Chief Elected Official)

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Chairman, Craven County Board of Commissioners  
(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting County Clerk of CRAVEN COUNTY does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally-convened meeting of the Craven County Board of Commissioners duly held on the 2nd day of March 2015; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
(Signature of Recording Officer)

Clerk to the Board

\_\_\_\_\_  
(Title of Recording Officer)

Craven County



**RESOLUTION  
RECOGNIZING THE FAMILY  
OF JAVADE G. SMITH  
AS MILITARY FAMILY OF THE QUARTER**

**WHEREAS**, Corporal Javade G. Smith anchors one of the most critical areas in administration as the IPAC's Quality Control, System Development Section Non Commissioned Officer, and is directly responsible for the completion of SAAR Forms, Trouble Tickets, Database Maintenance and keeping the IPAC mission ready; and

**WHEREAS**, while striving for continued growth and development, Cpl. Smith completed over 91 Marine Corps Institute Courses and won the IPAC's Meritorious Promotion Board on three separate occasions, placed second on the H & HS Meritorious Board on two of those occasions, won the IPAC's "Marine of the Quarter" Board on two separate occasions and in October was named "Honor Graduate" at the resident Corporal's Course; and

**WHEREAS**, Cpl. Smith has competed in the IPAC's Awards Incentive Programs, winning the "Beast of the Month" competition three times in 2014 and recently won the 2014 "Beast of the Year" completion, where he was honorably awarded the Navy and Marine Corps Achievement Medal; and

**WHEREAS**, Cpl. Smith has dedicated his service for the past two years to the base's Funeral Detail, helping to provide proper honors for over 100 fallen service members, retirees and veterans; and

**WHEREAS**, while balancing his professional life with his personal life, Cpl. Smith has volunteered over 270 hours of his own time in the community and has received 45 documented Letters of Appreciation for his continued support; and

**WHEREAS**, Cpl. Smith has been married to his wife, Alexis, since 2013 and has a newborn son Elijah.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS** recognizes the family of Corporal Javade G. Smith for their outstanding support to their community and genuine concern for the United State Marine Corps which we support.

**BE IT FURTHER RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS** congratulates them on being selected Military Family of the Quarter.

Adopted this 2<sup>nd</sup> day of March, 2015.

\_\_\_\_\_  
Chairman Steve Tyson  
Craven County Board of Commissioners

\_\_\_\_\_  
Gwendolyn M. Bryan  
Clerk to the Board

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 03/02/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
ALONZO, FERNANDO FORECLOSURE-LIEN EXTINGUISHED	0047473 2012-0000860	331.10
ALONZO, FERNANDO FORECLOSURE-LIEN EXTINGUISHED	0047473 2013-0000834	305.04
ALONZO, FERNANDO FORECLOSURE-LIEN EXTINGUISHED	0047473 2014-0000912	276.25
BARNES, JAMES L DWELLING UNOCCUPIED-NOT LIVEABLE	0371249 2014-0003048	36.99
BEAKES, HENRY L II NOT IN BUSINESS 1/1/2013	0035971 2013-0094547	9.58
BEAKES, HENRY L II NOT IN BUSINESS 1/1/2012	0035971 2012-0090423	10.33
DEVOR, DONALD C III & JULIE M MILITARY EXEMPTION	0083498 2014-0014893	307.69
DISHAROON, DAYLE L & JONI L ST TO BE REBILLED ON ACCT 91373	0067391 2014-0015201	9.52
FAIRLIE, JAMES A DID NOT OWN 1/1/2014	0096944 2014-0017969	103.05
FLORA, KIMBERLY DAWN & DAVID W DID NOT OWN 1/1/2014	0029043 2014-0018986	183.30
GALINDO, ERIKA CATALINA ALVARE INCORRECT BILLING-TO REBILL	0093504 2014-0091036	98.92
HILLYER, WILLIAM HUSTEN MILITARY EXEMPTION	0098788 2013-0092197	10.53
HILLYER, WILLIAM HUSTEN MILITARY EXEMPTION	0098788 2014-0092336	10.50
KUBIN, MICHAEL ANTHONY DID NOT OWN 1/1/2014	0099496 2014-0091738	46.88

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 03/02/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
MARSHBURN, BRIAN SCOTT FORECLOSURE-LIEN EXTINGUISHED	0058892 2007-0035428	64.44
MARSHBURN, BRIAN SCOTT FORECLOSURE-LIEN EXTINGUISHED	0058892 2007-0035427	64.44
MARSHBURN, BRIAN SCOTT FORECLOSURE-LIEN EXTINGUISHED	0058892 2007-0035426	35.13
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2011-0046443	415.66
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2012-0046288	154.16
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2013-0044466	137.06
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2014-0045497	121.72
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2009-0045656	67.37
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2010-0041759	94.27
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2011-0046442	415.66
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2012-0046287	154.16
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2013-0044465	137.06
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2014-0045496	121.72
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2009-0045655	67.37

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 03/02/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2010-0041758	94.27
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2011-0046441	415.66
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2012-0046286	154.16
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2013-0044464	137.06
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2014-0045495	121.72
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2009-0045654	35.77
PRASAD, BISUN FORECLOSURE-LIEN EXTINGUISHED	0071252 2010-0041757	94.27
SHERMAN, JOSHUA ALAN MILITARY EXEMPTION	0098893 2013-0093389	58.02
SHERMAN, JOSHUA ALAN MILITARY EXEMPTION	0098893 2014-0050729	51.48
SLAUGHTER, ARTHUR MARTIN DID NOT OWN 1/1/2014	6598911 2014-0090739	58.55
WHITFIELD, ROSANA DWELLING VACANT SINCE 2001	7850010 2014-0060819	36.99
	39 -CREDIT MEMO(S)	5,047.85

## REFUNDS SUBJECT TO BOARD APPROVAL ON 03/02/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
CHURCH-FAITH UNITED METHODIST ORDERED BY BOARD OF E & R 2-17-2015	1317599 2014-0093315	9,653.85
CHURCH-FAITH UNITED METHODIST ORDERED BY BOARD OF E & R 2-17-2015	1317599 2014-0093299	2,714.42
RASPBERRY, DONNIE P DWELLING REMOVED IN 2011	0050992 2014-0090652	53.23
RASPBERRY, DONNIE P DWELLING REMOVED IN 2011	0050992 2013-0093153	53.51
RASPBERRY, DONNIE P DWELLING REMOVED IN 2011	0050992 2012-0047308	55.28
	5 -REFUND(S)	12,530.29



**NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM**

North Carolina  
County of Craven

Road Description: Wadkins Blvd. (Approx. 1,100' feet)

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Craven requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Craven that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Craven at a meeting on the \_\_\_\_ day of \_\_\_\_\_, 2015.

WITNESS my hand and official seal on this the \_\_\_\_ day of \_\_\_\_\_, 2015.

**(Official Seal)**

\_\_\_\_\_  
Clerk to the Board of Commissioners  
County of Craven

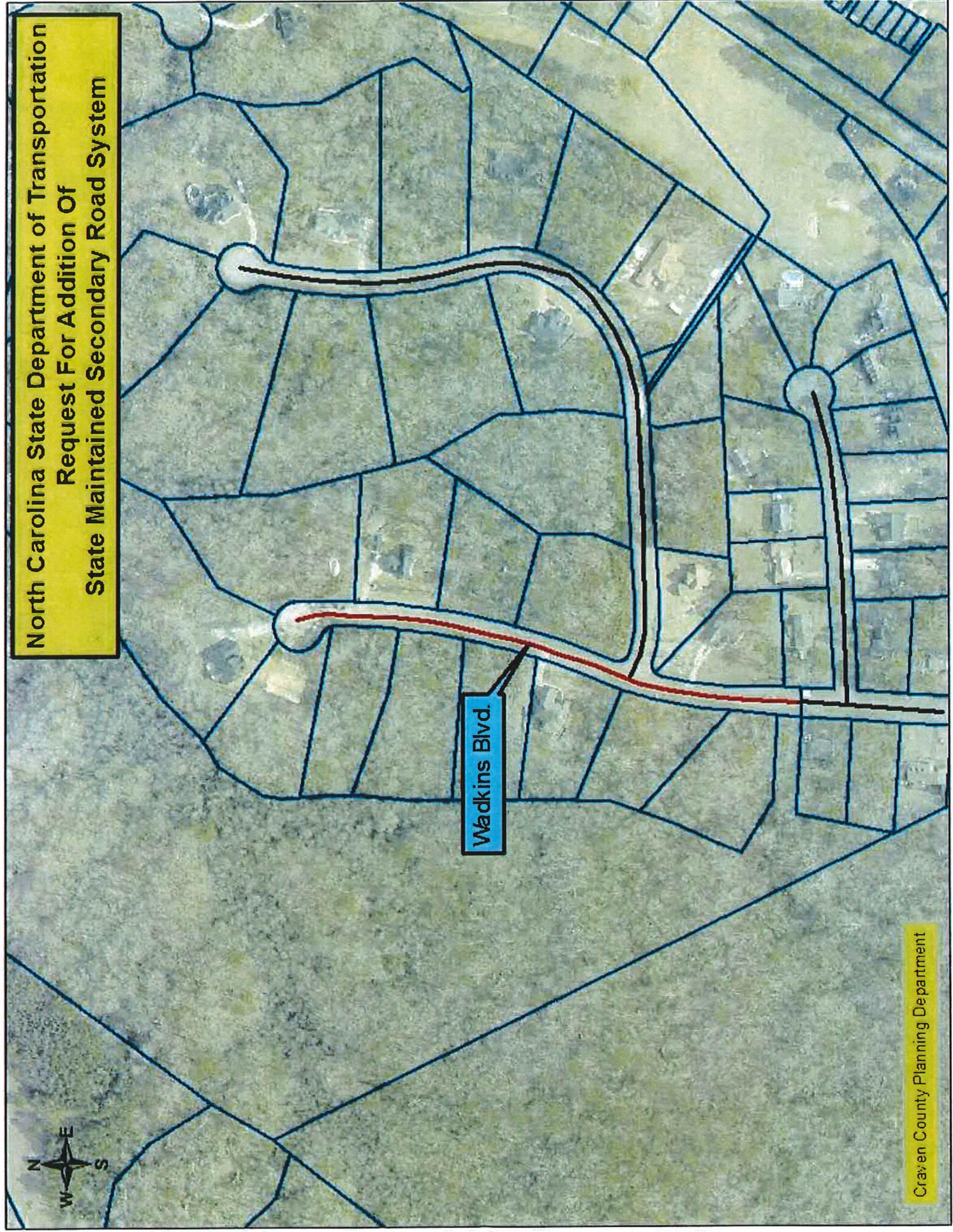
**PLEASE NOTE:**

**Forward direct with request to the Division Engineer, Division of Highways**

Form SR-2 (3/2006)

North Carolina State Department of Transportation  
Request For Addition Of  
State Maintained Secondary Road System

Wadkins Blvd.



**CRAVEN COUNTY FLOOD MITIGATION ASSISTANCE (FMA) PROGRAMS  
Resolution Approving Administrative Guidelines and Policies**

WHEREAS, Craven County wishes to carry out its Flood Mitigation Assistance (FMA) Programs in accordance with established state and federal administrative guidelines.

NOW, THEREFORE, the Craven County Board of Commissioners hereby collectively adopts the following resolutions and policies, and resolves that they be utilized during the administration of the Craven County Flood Mitigation Assistance (FMA) Programs:

1. Financial Management Resolution
2. Elevation & Demolition Contract Award Policy
3. Equal Employment and Procurement Policy
4. Designation of Project Agent Resolution

Adopted this 2nd day of March, 2015,

\_\_\_\_\_  
Steve Tyson, Chairman  
Craven County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Gwendolyn M. Bryan, Clerk to the Board

**CRAVEN COUNTY FLOOD MITIGATION ASSISTANCE (FMA) PROGRAMS**  
**Financial Management Resolution**

WHEREAS, Craven County expects to receive Flood Mitigation Assistance Program grants for the elevation and acquisition of flood-prone residential structures; and

WHEREAS, the North Carolina Administrative Code regulations require that the county designate a Grant Finance Officer and a depository for grant funds;

NOW, THEREFORE, Craven County hereby resolves the following:

- (1) Richard F. Hemphill, Finance Officer, will serve as Grant Finance Officer, and will be responsible for financial management of the FMA Programs according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
- (2) First Citizens Bank, in New Bern, NC, is hereby designated as the official depository for revenues budgeted for the FMA Programs.

Adopted this 2nd day of March, 2015,

\_\_\_\_\_  
Steve Tyson, Chairman  
Craven County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Gwendolyn M. Bryan, Clerk to the Board

**CRAVEN COUNTY FLOOD MITIGATION ASSISTANCE (FMA) PROGRAMS**  
**Elevation and Demolition Contracts Award Policy**

During the performance of housing elevation and demolition activities included in the Craven County Flood Mitigation Assistance (FMA) Programs, the county will utilize the following guidelines in the award of contracts to contractors who bid on the elevation or demolition of specific dwelling units:

- 1) The county shall reserve the right to reject bids and rescind contract awards if one of the following conditions has not been met:
  - a. The contractor must have submitted all required forms, credit report, references, etc., with his bid;
  - b. The contractor must have references and a past working record acceptable to the FMA Administrator prior to the FMA Administrator's recommendation of award to the Craven County Board of Commissioners;
  - c. The contractor must have demonstrated the ability to meet the performance criteria established in the Instructions to Bidders and the elevation or demolition contract.
  - d. The contractor must have demonstrated the ability to meet standards of workmanship outlined in the Instructions to Bidders as witnessed by the FMA Administrator.
- 2) Assessment of conditions 1(c) and 1(d) above shall be based on the FMA Administrator's review of contractor references and work performed in other locations, if the contractor has not performed recent elevation or demolition work for Craven County.
- 3) If construction estimates are prepared, no contract award shall be made if the contract price is less than 85% or more than 115% of the FMA Administrator's final estimate. The FMA Administrator will document negotiation of bids and/or estimates before contract awards are made.
- 4) In a case where an individual contractor is performing adequately, but he is the low bidder on more houses than he can complete within 180 days following the bid opening, (based on past performance), the county shall reserve the right to reject bids for those surplus houses, and award those houses to the next lowest bidders meeting the guidelines outlined herein, in the interest of efficient completion of elevation or demolition activities. The county also reserves the right to reject bids and award contracts to alternate bidders in the interest of maintaining an efficient work schedule consistent with performance standards mandated by the funding agency.
- 5) The county reserves the right to rescind contract awards made prior to contract execution if circumstances beyond the control of the county, including directives by the funding agency or homeowner's non-participation, prohibit the county's participation in the contract as Owner's Representative.
- 6) Any action, either restrictive or affirmative, taken under these guidelines, shall be in the interest of an efficiently managed FMA program, and will be without self-interest on the part of any member of the Craven County Board of Commissioners or county staff; and furthermore, shall be without regard to race, creed, sex, color, or national origin.

- 7) The Craven County Planning Director has demonstrated the ability to coordinate grant program activities with this Board. The Craven County Board of Commissioners also realizes the importance of prompt action in the interest of maintaining satisfactory work progress. Therefore, the Craven County Planning Director is hereby authorized to approve and execute all elevation change orders less than 15% of current contract value.

Adopted this 2nd day of March, 2015,

---

Steve Tyson, Chairman  
Craven County Board of Commissioners

ATTEST:

---

Gwendolyn M. Bryan, Clerk to the Board

**Craven County Flood Mitigation Assistance (FMA) Programs  
Equal Employment and Procurement Policy**

**A. GENERAL EQUAL EMPLOYMENT AND PROCUREMENT POLICY**

Craven County maintains the policy of providing equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are bona fide occupation qualifications for employment.

In furtherance of this policy, the county prohibits any retaliatory action of any kind taken by any employee of the county against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.

The county shall strive for greater utilization of all persons by identifying previously underutilized groups in the work force, such as minorities, women, and the handicapped, and by making special efforts toward their recruitment, selection, development, upward mobility, and any other term, condition, or privilege of employment.

Responsibility for implementing equal opportunities and affirmative action measures is hereby assigned to the County Manager and/or other persons designated by the Craven County Board of Commissioners to assist in the implementation of this policy statement.

The county shall develop a self-evaluation mechanism to provide for periodic examination and evaluation. Periodic reports as requested on the progress of equal employment opportunity and affirmative action will be presented to the Craven County Board of Commissioners by the County Manager.

The county is committed to this policy and is aware that with its implementation the county will receive positive benefits through the greater utilization and development of all its human resources.

**B. PROCUREMENT POLICY FOR FEDERAL GRANT PROGRAMS**

All procurement of goods and services by Craven County with FMA funds shall be accomplished in accordance with the regulations of either Section 13.36 of 44CFR13, "Emergency Management & Assistance," or the North Carolina General Statutes applying to procurement in general by North Carolina municipalities/counties.

When the federal and state regulations are different, the more restrictive regulations shall apply to the procurement in question. Additionally, the county will adhere to the following guidelines during procurement of goods and services with federal funds:

1. In all cases where goods or services are procured on the basis of one bid or proposal received, the county will follow established principles included in OMB Circular A-87 to verify the reasonable cost of the procurement, and shall contact the state agency supervising the grant program before making any contract award on the basis of non-competitive negotiation.

2. Historically underutilized businesses, including women-owned, and minority-owned enterprises shall be included on bidders' or professional services' lists maintained by the county, and such firm(s) shall be solicited for all competitive negotiations, small purchases, and informal and formal bids when such firms are potential competitive sources for goods and services.
3. The county shall develop a written statement of work for each service to be awarded on the basis of competitive negotiation, which shall include descriptions of tasks to be completed, project timetables, and an outline of fee proposal requirements. The statement of work shall also include a written selection procedure. All competitive negotiations shall be awarded strictly on the basis of written selection procedures, and cost shall not be the sole or more important factor in selection of services through the use of competitive negotiation.
4. Prior to any contract award, the county shall verify the contractor's eligibility to participate in a federally-assisted program.
5. No consultant or bidder shall assist in evaluation of proposals or bid packages for contracts in which that consultant or bidder has an indirect or direct interest. The county shall adhere to all applicable federal and state conflict of interest regulations in making contract awards.
6. The county shall request references, or check references, of contractors or firms who are awarded contracts with federal grant funds, and will request a written warranty for all goods and services provided through small purchase requests.
7. The county shall not award any contracts for federally-assisted projects on a contingency or cost plus percentage of cost basis.

Adopted this 2nd day of March, 2015,

---

Steve Tyson, Chairman  
Craven County Board of Commissioners

ATTEST:

---

Gwendolyn M. Bryan, Clerk to the Board

**CRAVEN COUNTY FLOOD MITIGATION ASSISTANCE (FMA) PROGRAM**  
**Designation of Applicant's Agent**

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY  
*(Governing Body)* *(Public Entity)*

THAT Craven County, a public entity established under the laws of the State of North Carolina, hereby authorizes its agent to provide to the State and to the Federal Emergency Management Agency (FEMA) for all matters pertaining to such Federal disaster assistance the assurance and agreements printed on the reverse side hereof.

Passed and approved this 2nd day of March, 2015.

\_\_\_\_\_  
Steve Tyson, Chairman  
Craven County Board of Commissioners

**CERTIFICATION**

I, Gwendolyn M. Bryan, duly appointed Clerk to the Board of Commissioners of Craven County, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Commissioners of Craven County, on the 2nd day of March, 2015.

\_\_\_\_\_  
Clerk to the Board  
*(Official Position)*

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
March 2, 2015  
*(Date)*

**RESOLUTION**  
**DESIGNATION OF APPLICANT'S AGENT**  
**North Carolina Division of Emergency Management**

Organization Name (hereafter named Organization): Craven County	Disaster Number: N/A (Flood Mitigation Assistance Program)
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): North Carolina Department of Crime Control and Public Safety	
Applicant's Fiscal Year (FY) Start	Month: July Day: 1
Applicant's Federal Employer's Identification Number: 56-6000290	
Applicant's Federal Information Processing Standards (FIPS) Number:	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name Don Baumgardner	Agent's Name Richard F. Hemphill
Organization Craven County Government	Organization Craven County Government
Official Position Planning Director	Official Position Finance Officer
Mailing Address 2828 Neuse Blvd	Mailing Address 406 Craven Street
City, State, Zip New Bern NC 28562	City, State, Zip New Bern NC 28560
Daytime Telephone (252) 636-6618	Daytime Telephone (252) 636-6603
Facsimile Number (252) 636-5190	Facsimile Number (252) 636-6638
Pager or Cellular Number na	Pager or Cellular Number na

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Craven County Board of Commissioners	Name Gwendolyn M. Bryan
Name and Title	Official Position Clerk to the Board of Commissioners
Name and Title Steve Tyson, Chairman, Craven County Board of Commissioners	Daytime Telephone 252-636-6600

**CERTIFICATION**

I, Gwendolyn M. Bryan (Name) duly appointed and Clerk (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of Craven County (Organization) on the 2nd day of March, 2015

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

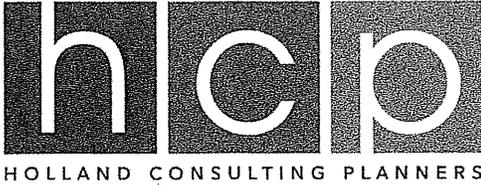
## APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including, but not limited to the following authorities: OMB Circulars Nos. A-87, A-95, A-102 and A-110, where applicable, and Part 13 of Title 44 of the Code of Federal Regulations (C.F.R.), as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurance contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grant or agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally-assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 205, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishment of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, P.L. 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assurance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

## STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.



**Memorandum**

To: Don Baumgardner, Craven County Planning Director  
From: J. Reed Whitesell, AICP, Senior Planner   
Re: Engineering Contract Award – FY13-15 Flood Mitigation Assistance Program  
Date: February 23, 2015

---

Craven County has received notice of a \$1.83 million Flood Mitigation Assistance (FMA) award from the NC Division of Emergency Management for the elevation of eleven (11) residential structures. The Planning Director expects to execute a final grant agreement by mid-March. The county expects to receive additional (FY14) FMA funding prior to June 30th and will also be applying for FY15 FMA funding later this year.

In order to successfully complete the FMA programs, Craven County is required to procure the services of a licensed structural engineer, who will evaluate each structure proposed for elevation, determine elevation feasibility, and prepare plans and specifications for elevation and foundation, access, and utility retrofitting.

The county Planning Department mailed Requests for Proposals for Engineering Services to six (6) qualified regional engineering firms on January 30<sup>th</sup> and received two (2) proposals prior to the 2/20/15 proposal deadline (Appian Consulting Engineers, P.A, of Rocky Mount and Weston Lyall of Holly Ridge). As requested by the Planning Director, I reviewed both proposals and recommend that the Board award the contract for FY13-15 FMA structural engineering services to Appian Consulting Engineers, P.A., for the following reasons:

1. Both firms are well-qualified and have specific recent experience in the evaluation of residential structures and elevation/retrofitting design on FEMA-funded elevation projects. Both firms have worked previously for Craven County and provided satisfactory and cost-effective service. Mr. Lyall is currently working on the Hurricane Irene HMGP elevation project for Craven County, and Appian provided services to the county on its recent James City CDBG project. However, Appian has much more recent experience in elevation feasibility and design, and has also worked closely with our firm on the ongoing Beaufort County and Hyde County HMGP Irene elevation projects. HCP is also working as a subcontractor for Appian on the recently-funded Pamlico County HMGP Irene elevation project. As your FMA management consultant, I feel more confident in Appian's ability to respond to concerns of the county and HCP on an immediate basis, to provide plans and specifications with a minimum of construction change orders, and to interpret both local and state building code requirements.
2. The hourly rates of Weston Lyall's principal are lower than Appian's principal; however, the rates for both firms' support personnel are consistent and very reasonable. Also, Appian's involvement in the nearby Pamlico County HMGP Irene Project will allow them to provide very efficient and cost-effective service.



## Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

INDUSTRIAL FACILITIES / POLLUTION CONTROL FINANCING AUTHORITY

Name: PAUL BENJAMIN HILL Home Phone: 252-633-2272  
 Home Address: 914 CROOKED CREEK DR  
 City: NEW BERN Zip Code: 28560  
 Township: 2 City Limits:  Yes  No  
 Occupation: RETIRED Business Phone: N/A  
 Place of Employment: - Fax Number: N/A  
 E-Mail Address: PAUL.HILL@INFOFHPOA.COM

(Please indicate your preferred contact number.)

### Education

ARMSTRONG COLLEGE - SAVANNAH

### Business and Civic Experience

USAF - 8 YEARS, IBM - 26 YEARS (RETIRED), SOFTWARE LABORATORY MANAGER, CONTRACTS NEGOTIATION, FAIRFIELD HARBOUR POA - 6 YEARS (VP-TERM LIMITED, CHAIR FINANCE COMMITTEE) CRAVEN CONCERTS INC. (TREASURER), FOUNDED/COFUNDED 5 BUSINESSES - NOT IN CRAVEN

### Areas of Expertise, Interest, Skills

COMPANY MANAGEMENT, CONTRACT NEGOTIATION, FINANCE, COMPUTER SYSTEMS HARDWARE AND SOFTWARE

### Why do you want to serve?

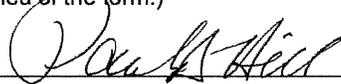
I THINK I CAN BRING A HIGH LEVEL OF MANAGEMENT EXPERTISE AND FINANCIAL UNDERSTANDING TO THIS BOARD

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

FHPOA BOARD OF DIRECTORS, CAT NC LAC, CRAVEN CONCERTS

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 2/16/2015

Signature: 

**Please be advised that this form is a public record, and must be made available to the public upon request.**

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail ([gbryan@cravencountync.gov](mailto:gbryan@cravencountync.gov)) or fax: (252-637-0526).

*This form will remain active until two years after date received.*

# Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

New Bern Craven County Library Board

Name:	<u>Georgene Jackson</u>	Home Phone:	<u>(252) 637-9781</u>
Home Address:	<u>1210 Pelican Dr.</u> <u>Fairfield Harbour</u>		
City:	<u>New Bern, NC</u>	Zip Code:	<u>28560</u>
Township:		City Limits:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Occupation:	<u>Retired Craven County teacher</u>	Business Phone:	
Place of Employment:	<u>Craven County Schools</u>	Fax Number:	
E-Mail Address:	<u>jackson.jy@gmail.com</u>		

(Please indicate your preferred contact number.)

### Education

Glassboro State College (now Rowan Univ.), Glassboro, NJ BA in Elem Education 1970

### Business and Civic Experience

Northfield, MN Library Board member 1990-1996

Keya Paha Homeowners' Assoc. Northfield, MN secretary/treasurer 1995-2001

Northfield Arts Guild Juried Arts Fair coordinator 1980-1983

### Areas of Expertise, Interest, Skills

Church Choir Member 1986-2004, 2011 - present

Organizing community activities (see attached resume)

### Why do you want to serve?

I love libraries. It's so important to promote, assist, and support community libraries. I want to be involved in preparing New Bern's Library for the future.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve  
See attached resume.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: February 20, 2015

Georgene Jackson  
Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail ([qbryan@cravencountync.gov](mailto:qbryan@cravencountync.gov)) or fax: (252) 637-0526.

*This form will remain active until two years after date received.*

**Georgene Rita Jackson**  
**1210 Pelican Drive**  
**New Bern, NC 28560**  
**252-637-9781**

**Objective:** to serve on the New Bern Craven County Library Board

**Education:**

Glassboro State College (Rowan University), Glassboro, NJ BA in Elem. Educ. 1970  
39 graduate credits from various institutions 1983-2002

**Professional Teaching Experience:**

Substitute teacher at Bridgeton Elem and Oaks Road Elem Sept 2011 - Jan 2014

Oaks Road Elementary School, New Bern, NC August 2004 – June 2011

St. Dominic School, Northfield, MN 1983 – 2004

State School for the Blind, Faribault, MN Sept. 1981 – June 1982

Fulmer Middle School, West Columbia, SC Sept. 1970 – June 1972

**References:**

Lynne Young, Director of Northfield Public Library, 1985-2013 507-645-5778

Dianne Brideson, Director of Nursing, Pruitt Health Hospice 633-4311

Cindy Willard, Secretary at Oaks Road School, New Bern 514-6475

Paul Saik, Director of Music, Centenary UMC, New Bern, 637-4181

Vicki Kalina Marvin, Principal, St. Dominic School, Northfield, MN  
507-645-8136

**Volunteer Activities:**

Northfield MN Public Library Board member 1990-1996

Hospice volunteer, Pruitt Health Hospice of Coastal Carolina, New Bern 2011-present

Centenary Methodist Church, New Bern, choir member 2011-present

Keya Paha Homeowners Association, Northfield, MN secretary / treasurer 1995 - 2001

St. Dominic Church, Northfield, MN choir member 1986 – 2004

St. Dominic Church Building Committee member 1983 - 1986

Brownie and Girl Scout troop leader 1980 – 1988

Northfield Arts Fair coordinator 1980 - 1983

St. Dominic School/Parish Long Range Planning Committee 2001-2002

## **Additional Information:**

My husband, John, and I have been married 45 years. We have 3 daughters and 3 grandchildren. We have lived in Fairfield Harbour since 2004, and love cruising or racing our 30 ft. sailboat. After shoveling snow in MN for 30 years, we decided to move to NC. I enjoy sewing, reading mysteries, doing Sudoku and jigsaw puzzles, and singing in church choir. After 30 years in the classroom, I have taught a variety of children from Pre-School Multi-handicapped to Eighth Grade. In addition to classroom teaching responsibilities, I have been involved in the following:

1. I served on the Northfield Public Library Board for 6 years, 1990-1996. While I was on the Board we tackled the controversy of whether there should R rated movies on the shelf, whether 18 year olds should be allowed to view those movies (even with their parents' permission), and the whole issue of First Amendment rights. Other discussions were: what should be policies for computer use by patrons, and how much budget should be set aside for staff computer training. Computers were replacing the old card catalogues. The library had just finished constructing an addition to the old building. It was an interesting and exciting time.
2. For 18 years, I was the coordinator of a residential environmental education experience for St. Dominic's fifth grade classes. This involved doing all the lesson preplanning, selecting parent chaperones, accompanying the class to the outdoor school for 5 days, and being financially accountable to the parish bookkeeper for all monies.
3. Also at St. Dominic's, I coordinated a fifth grade poetry unit for 15 years that required students to write 5 types of poetry, and then to memorize a published poem. Students performed their selection in front of friends, family, and grades 3 & 4, while 4 adults from the community awarded ribbons and prizes to the top 6 competitors. I also made sure the local newspaper sent a reporter/photographer to cover the story.
4. I have served on 2 archdiocesan accreditation teams in 7 years, evaluating 2 other nearby Catholic elementary schools. I have also been involved with 3 reaccreditation studies of St. Dominic's between 1983 and 2004.
5. For 6 weeks in Winter and Spring of 2004, I supervised a student teacher from the College of St. Catherine, in St. Paul, MN.
6. I was granted a sabbatical from St. Dominic's for the school year 2002-2003. My graduate school project was to study American History as my husband and I sailed our boat from the western end of Lake Superior through the Great Lakes down to New York City, south to the Florida Keys, and back to New Bern. We then flew to California, visited our daughter, and drove home to Minnesota via Montana. This whole trip took exactly one year. I returned to St. Dominic School in August 2003.
7. For the past 4 years I have volunteered at Pruitt Health Hospice. My primary responsibility has been filing documents concerning patient care, creating admission packets for nurses, and other clerical office work, averaging 2-5 hours a week there. I have also visited 4 patients at different times.

REC'D JAN 07 2015  
**Volunteer Board Information and Interest Sheet  
Craven County, North Carolina**

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

FIRE TAX COMMISSIONER

Name: TERRY W. GASKINS

Home Phone: \_\_\_\_\_

Home Address: 700 ANTOCH RD.

City: NEW BERN, NC 28560

Zip Code: 28560

Township: 2

City Limits:  Yes  No

Occupation: COMMANDER

Business Phone: 639-2931

Place of Employment: CITY OF NEW BERN FIRE

Fax Number: \_\_\_\_\_

E-Mail Address: TWGASKINS@SQUADLINK.NET

(Please indicate your preferred contact number.)

Education

ASSOCIATES DEGREE IN FIRE PROTECTION

Business and Civic Experience

THIRTY PLUS YEARS WITH LITTLE SWIFT CREEK VOL FD

Areas of Expertise, Interest, Skills

FIRE/RESCUE — COMMAND & MANAGEMENT

Why do you want to serve?

ASSIST OUR COMMUNITY AND FD

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 26 JANUARY 2015

Terry W. Gaskins  
Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail ([abrvan@cravencountync.gov](mailto:abrvan@cravencountync.gov)) or fax: (252) 637-0526.

*This form will remain active until two years after date received.*



Patti McDaniel <pmcdaniel@cravencountync.gov>

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## Re: Firemen Relief Fund/Tax Commissioner

1 message

---

Jeff Norman <jeffrosta14@yahoo.com>

Mon, Jan 26, 2015 at 4:34 PM

Reply-To: Jeff Norman <jeffrosta14@yahoo.com>

To: Patti McDaniel <pmcdaniel@cravencountync.gov>

Mrs. Patty, Mr. Howard Spense has moved out of the area. I am recommending Mr. Terry Gaskins as a replacement. He has ample experience of the fire service and the district. He would be an excellent choice for the position. Thank You, Chief Jeffery Norman LSCVFD

---

**From:** Patti McDaniel <pmcdaniel@cravencountync.gov>

**To:** Jeff Norman <jeffrosta14@yahoo.com>

**Sent:** Monday, January 26, 2015 8:06 AM

**Subject:** Re: Firemen Relief Fund/Tax Commissioner

Chief:

Here are your Fire Tax Commissioners as of today:

Tommy Cowan

Howard Spence-Replacement needed

Chris Wetherington

Firemen Relief Fund:

You

Kevin Jones

Who ever you choose-have them fill out the volunteer form I sent you on Friday.

Thanks

Patti

Patti McDaniel

Administrative Assistant/EMS

Craven County Emergency Services

406 Craven Street

New Bern, NC 28560

Phone: 252-636-6608 Fax: 252-636-6655

Email: pmcdaniel@cravencountync.gov

## Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

L.E.P.C.

Name: Larry Mares Home Phone: 252-633-1553- Cell 229-2402  
Home Address: 204 North Second Ave  
City: New Bern N.C. Zip Code: 28560  
Township: \_\_\_\_\_ City Limits:  Yes  No  
Occupation: Fire marshal/Safety officer Emergency management Business Phone: 252-633-8432  
Place of Employment: CarolinaEast Health System Fax Number: 252-633-8143  
E-Mail Address: lmares@carolinaeasthealth.com

(Please indicate your preferred contact number.)

### Education

High School education North Carolina Locksmith License, Fire Fight Two over 34 years of technical ,Fire and Rescue training from local to state and other parts of the country.

### Business and Civic Experience

Worked for Cherry Point Emergency Service Supervisor, Business owner Ernuls Locksmith and Access Control  
Past Chief New Bern Fire and rescue 1992-1993 Past President New Bern Shrine club 1991,2007Past Captain Sudan Mini cars  
Past Master Dorice Lodge 568 Deputy chairman of the Emergency management and Safety Committee. CarolinaEast

### Areas of Expertise, Interest, Skills

Safety, access control building management Joint Commission trained Hospital incident Command and a long history of training through local state as well as different parts of the US.

### Why do you want to serve?

To help serve the community and be better prepared for an incident and to maintain good support between the Hospital and other agencies with the area. Strength comes in numbers and knowledge and together we all can make a difference.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 02/10/2015

Larry Mares  
Signature

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*This form will remain active until two years after date received.*

Craven County



REC'D FEB 17 2015

Emergency Services  
406 Craven Street  
New Bern, NC 28560  
252-636-6608 - OFFICE  
252-636-6655 - FAX

*FROM THE DESK  
OF  
Patti McDaniel*

**February 17, 2015**

**To: Gwen Bryan-Clerk to Board**

**From: Patti McDaniel**

**Re: LEPC Appointee**

**Gwen:**

**Attached is volunteer form from Larry Mares for the LEPC. He will be replacing Tom Cuthrell at CarolinaEast Medical Center. Tom will be retiring effected February 20, 2015.**

**Thanks  
Patti**

NORTH CAROLINA

EXHIBIT A

CRAVEN COUNTY

OFFER TO PURCHASE AND CONTRACT

Jimmy E. Dillahunt & Janie Dillahunt, as Buyer, hereby offers to purchase and CRAVEN COUNTY and the CITY OF NEW BERN, collectively as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. REAL PROPERTY: Located in or near the City/Town of New Bern, Craven County, North Carolina, being known as and more particularly described as:  
Street Address: 1422 Lincoln Street  
Subdivision Name: Larksville  
Tax Parcel ID No.: 8-013-052  
Plat Reference: Plat Book 150 pg 300

Being all of that property more particularly described in Deed Book 3202, Page 275 in the Craven County Registry.

2. PURCHASE PRICE: The purchase price is \$4,000.00 and shall be paid as follows:

- (a) \$ 200.00, EARNEST MONEY DEPOSIT with this offer by  cash  bank check  certified check to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event: (1) this offer is not accepted; or (2) any of the Seller's conditions hereto are not satisfied, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.
- (b) \$ 3800.00, BALANCE of the purchase price in cash or readily available funds at Closing.

3. CONDITIONS:

- (a) This contract is not subject to Buyer obtaining financing.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property is being sold subject to all liens and encumbrances of record, if any.
- (d) Other than as provided herein, the Property is being conveyed "as is".
- (e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.
- (f) Title shall be delivered at Closing by QUITCLAIM DEED

4. SPECIAL ASSESSMENTS: Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. PRORATIONS AND ADJUSTMENTS: Unless otherwise provided, the following items shall be prorated and either adjusted between the parties or paid at Closing: (a) Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of Closing; (b) All late listing penalties, if any, shall be paid by Seller; and (c) Rents, if any, for the Property shall be prorated through the date of Closing.

6. EXPENSES: Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed, its legal fees, and for preparation and recording of all instruments required to secure the balance of the purchase price unpaid at Closing. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. EVIDENCE OF TITLE: Not Applicable.

8. LABOR AND MATERIAL: Seller shall furnish at Closing an affidavit and indemnification agreement in form satisfactory to Buyer showing that all labor and materials, if any, furnished to the Property within 120 days prior to the date of Closing have been paid for and agreeing to indemnify Buyer against all loss from any cause or claim arising therefrom.

9. CLOSING: Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title on or before thirty (30) days after no subsequent upset bids are submitted in accordance with G.S. §160A-269. The deed is to be made to Jimmy E. Dillahunt & Janie Dillahunt

**CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

10. POSSESSION: Unless otherwise provided herein, possession shall be delivered at Closing.

Buyer Initials jd Seller Initials \_\_\_\_\_

**11. PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:**

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is". Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

**(b) CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

**12. RIGHT OF ENTRY, RESTORATION AND INDEMNITY:** Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

**13. OTHER PROVISIONS AND CONDITIONS:** (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

**14. RISK OF LOSS:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

**15. ASSIGNMENTS:** This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

**16. PARTIES:** This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

**17. SURVIVAL:** If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

**18. ENTIRE AGREEMENT:** This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

**19. NOTICE AND EXECUTION:** Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

(If an individual)

Mr + Mrs Jimmy Dillahun (SEAL)

Name: Mr. + Mrs. Jimmy Dillahun

Date: 7/17/14

(If a business entity)

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

SELLER

CRAVEN COUNTY

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF NEW BERN

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Buyer Initials jd Seller Initials \_\_\_\_\_

## Craven County Geographic Information System

Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessment purposes.

This report was created by Craven County GIS reporting services on 2/2/2015 11:38:51 AM

**Parcel ID :** 8-013 -052  
**Owner :** CRAVEN COUNTY & NEW BERN-CITY  
**Mailing Address :** 406 CRAVEN ST NEW BERN NC 28560  
**Property Address :** 1422 LINCOLN ST  
**Description :** 75 LARKSVILLE  
**Lot Description :**




---

**Assessed Acreage :** 0.112      **Calculated Acreage :** 0.110  
**Deed Reference :** 3202-0275      **Recorded Date :** 6 6 2013  
**Recorded Survey :**  
**Estate Number :**  
**Land Value :** \$7,350      **Tax Exempt :** Yes  
**Improvement Value :** \$59,380      **# of Improvements :** 3  
**Total Value :** \$66,730  
**City Name :** NEW BERN      **Fire tax District :**  
**Drainage District :**      **Special District :**  
**Land use :** RESIDENTIAL - ONE FAMILY UNIT

### Recent Sales Information

SALE DATE	Sellers Name	Buyers Name	Sale Type	Sale Price
6/6/2013	CITIFINANCIAL SERVICES INC	CRAVEN COUNTY & NEW BERN-CITY	STRAIGHT TRANSFER	\$4,500
5/2/2012	BROCK, SHIRLEY	CITIFINANCIAL SERVICES INC	STRAIGHT TRANSFER	\$0
10/13/2000	BROCK, SHIRLEY	BROCK, SHIRLEY	STRAIGHT TRANSFER	\$0
1/1/1959	BROCK, SAMUEL A JR	BROCK, SHIRLEY	MULTI-PARCEL-SALE	\$0

### List of Improvements to Site

Type of Structure	Year Built	Base Area 1st Floor	Value
RESIDENTIAL CONSTRUCTION	1959	895	\$59,180
SHED-W/1-3 SIDES OPEN-DETACHED	1980	240	\$100
STORAGE BUILDING-DETACHED-RES	1980	150	\$100



Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes.



1 inch equals 46 feet





**RESOLUTION**

THAT WHEREAS, Craven County and the City of New Bern have received an offer to purchase a parcel of property owned by the County and City identified as 1422 Lincoln Street, a copy of which is attached hereto as Exhibit A; and

WHEREAS, Craven County owns approximately a 53.89% undivided interest, and the City owns approximately a 46.11% undivided interest in the subject property; and

WHEREAS, the Board of Commissioners is authorized to sell the County's interest in the property pursuant to the provisions of North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY:

1. That the Board of Commissioners hereby authorizes the initiation of the upset bid process for the property at 1422 Lincoln Street by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. That the County Manager, Clerk and/or Attorney are authorized to take all actions necessary to accomplish the purposes of this Resolution.

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2015.

**CRAVEN COUNTY**

(County Seal)

\_\_\_\_\_  
STEVE TYSON, Chairman

\_\_\_\_\_  
GWENDOLYN BRYAN,  
Clerk to the Board



Image ID: 00002238939 Type: CRP  
Recorded: 06/06/2013 at 03:33:27 PM  
Fee Amt: \$35.00 Page 1 of 3  
Revenue Tax: \$9.00  
Workflow# 000094565-0001  
Craven, NC  
Sherril B. Richard Register of Deeds

BK 3202 PG 275

NORTH CAROLINA

COMMISSIONER'S DEED

CRAVEN COUNTY

Revenue Stamps: \$9.00  
Parcel # 8-013-052

THIS COMMISSIONER'S DEED, made and executed this 1<sup>st</sup> day of May, 2013, by and between AARON D. ARNETTE, Commissioner, pursuant to a judgment of the District Court of the N.C. General Court of Justice in Craven County, North Carolina in an action entitled "Craven County, Plaintiff v. CITIFINANCIAL SERVICES, INC., et al. Defendants (12-CVD-1479)", Grantor, to Craven County and the City of New Bern whose mailing address is: 406 Craven Street, New Bern, NC 28560, Grantee.

WITNESSETH:

WHEREAS, said Aaron D. Arnette, Commissioner, being empowered and directed by a judgment in the said action, did, on the 16<sup>th</sup> day of April, 2013, after due advertisement according to law, and as directed by said judgment, expose the land hereinafter described to public sale at the door of the Craven County Courthouse, where and when Craven County and the City of New Bern became the last and highest bidders for said land at the public sale for the sum of \$4,182.41;

WHEREAS, on the 16<sup>th</sup> day of April, 2013, Aaron D. Arnette, Commissioner, reported to the Court that Craven County and the City of New Bern were the last and highest bidders for said property in the amount of \$4,182.41;

---

Prepared By:  
✓ Sumrell, Sugg, Carmichael, Hicks & Hart, P.A.  
416 Pollock Street  
New Bern, NC 28560

WHEREAS, more than 10 days elapsed since the report of sale was filed and the last upset bid was received;

WHEREAS, an order confirming the sale to Craven County and the City of New Bern was entered by the Assistant Craven County Clerk of Superior Court on or about April 29, 2013.

WHEREAS, on or about the 29<sup>th</sup> day of April, Aaron D. Arnette, Commissioner, was ordered to execute a deed in fee simple to Craven County and the City of New Bern; and,

NOW THEREFORE, in consideration of the premises, the said Aaron D. Arnette, Commissioner, as aforesaid, does hereby grant, bargain, sell, and convey to Craven County and the City of New Bern, all of that certain tract or parcel of land Lying, situate and being in Number Eight Township, Craven County, North Carolina, and more particularly described as follows:

**All of that certain property more particularly described in Deed Book 3087 at Page 870, in the Craven County Registry. This property is also commonly referred to by its tax parcel identification number which is 8-013-052**

**This parcel is not the primary residence of the grantor.**

TO HAVE AND TO HOLD the aforesaid tracts or parcels of land and all privileges and appurtenances thereunto belonging to the said Grantee, in fee simple forever, in as full and ample manner as said Aaron D. Arnette, Commissioner, as aforesaid, is authorized and empowered to convey same.

The title conveyed by this Commissioner's Deed is held pursuant to N.C. Gen. Stat. § 105-376, with CRAVEN COUNTY having \$2,254.00 in taxes, interest, penalties, fees and costs associated with this matter and the CITY OF NEW BERN having \$1,928.41 in taxes, interest, penalties, fees and costs associated with this matter, all of which constitute a first and prior lien as of the date of the sale. Upon subsequent sale of this parcel, the proceeds will be distributed between CRAVEN COUNTY and the CITY OF NEW BERN pursuant to N.C. Gen. Stat. § 105-376.

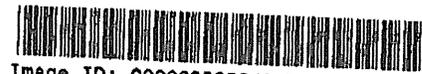


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Page 2 of 3

BK 3202 PG 276

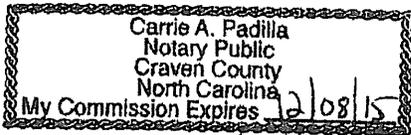
IN WITNESS WHEREOF, the said Aaron D Arnette, Commissioner, hath hereunto set his hand and seal the day and year first above written.

  
\_\_\_\_\_  
Aaron David Arnette, COMMISSIONER (SEAL)

STATE OF NORTH CAROLINA  
COUNTY OF CRAVEN

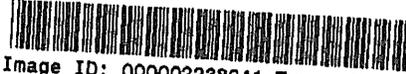
I, Carrie A. Padilla, a Notary Public of the County of Craven, State of North Carolina, do hereby certify that **Aaron D. Arnette, Commissioner**, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial stamp or seal, this 1<sup>st</sup> day of May, 2013.



My Commission Expires:  
12/08/15

Carrie A. Padilla  
NOTARY PUBLIC

  
Image ID: 000002238941 Type: CRP  
Page 3 of 3  
BK 3202 PG 277