

**AGENDA**  
**CRAVEN COUNTY BOARD OF COMMISSIONERS**  
**REGULAR SESSION**  
**MONDAY, MAY 2, 2011**  
**7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF APRIL 18, 2011 REGULAR SESSION

1. PETITIONS OF CITIZENS
  - A. Nancy Alexander
  - B. Hal James
2. BOARD OF EDUCATION REQUEST: Larry Moser, Superintendent
3. CRAVEN COMMUNITY COLLEGE BUDGET REQUEST:  
Catherine Chew, President
4. CONVENTION CENTER REPAIR REPORT: Tom Admay, Engineer
5. RESOLUTIONS/PROCLAMATIONS
  - A. River Bend Resolution
  - B. National Community Action Month Proclamation
6. HOME AND COMMUNITY CARE BLOCK GRANT FUNDING  
RECOMMENDATIONS: Georgia Newkirk, Chair, Craven Aging  
Planning Board
7. PARK SPONSORSHIP PROGRAM: Eddie Games, Recreation Director
8. BUDGET AMENDMENTS: Rick Hemphill, Finance Director
9. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
10. APPOINTMENTS
  - A. Criminal Justice Advisory Board
  - B. Craven Aging Planning Board
  - C. Carolina East Medical Center

11. COUNTY ATTORNEY'S REPORT: Jim Hicks
12. COUNTY MANAGER'S REPORT: Harold Blizzard
13. COMMISSIONERS' REPORTS

Agenda Date: May 2, 2011

**AGENDA  
CRAVEN COUNTY WATER BOARD OF DIRECTORS  
MONDAY, MAY 2, 2011**

ROLL CALL

APPROVE MINUTES OF APRIL 18, 2011 REGULAR SESSION

CLOSED SESSION

Agenda Date: May 2, 2011  
Presenters: Nancy Alexander, Hal James  
Agenda Item No. 1  
Board Action Required: No

## PETITIONS OF CITIZENS

### A. NANCY ALEXANDER

In response to Commissioner Mark's suggestion, Merci Clinic Director, Nancy Alexander, will present an overview of the clinic's operation.

### B. HAL JAMES

Mr. James wishes to speak about the budget.

**Board Action: Receive Information**

Agenda Date: May 2, 2011  
Presenter: Larry Moser  
Agenda Item No. 2  
Board Action Required: No

## **BOARD OF EDUCATION BUDGET REQUEST**

Superintendent of Schools, Larry Moser, will present the proposed Board of Education budget for FY 2011-2012 and the schools' funding request to the County.

**Board Action: Receive request**

Agenda Date: May 2, 2011  
Presenter: Dr. Catherine Chew  
Agenda Item No. 3  
Board Action Required: No

### **CRAVEN COMMUNITY COLLEGE BUDGET REQUEST**

Craven Community College President, Dr. Catherine Chew, will present the proposed FY 2011-2012 budget and the funding request for the college to the County.

**Board Action: Receive request**

Agenda Date: May 2, 2011  
Presenter: Tom Admay  
Agenda Item No. 4  
Board Action Required: No

## **CONVENTION CENTER REPAIR REPORT**

Tom Admay, Engineered Foundation Solutions, who was selected to assist the County in choosing a repair method, obtaining bids for work, and overseeing repairs to correct settlement problems at the Convention Center will review with the Board settlement and repair alternatives. Attachment #4 is a brief summary of the problem and repair options.

**Board Action: Receive information**

Agenda Date: May 2, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 5  
Board Action Required: Yes

## RESOLUTIONS/PROCLAMATIONS

### A. RIVER BEND RESOLUTION

Commissioner Dacey requests that the Board adopt the resolution shown as Attachment #5.A. recognizing the Town of River Bend.

**Board Action: Adoption of resolution**

### B. NATIONAL COMMUNITY ACTION MONTH PROCLAMATION

Coastal Community action has requested that the Board adopt the proclamation shown as Attachment #5.B. in recognition of May as National Community Action Month. A fact sheet is included in the attachment.

**Board Action: Adoption of proclamation**

Agenda Date: May 2, 2011  
Presenter: Georgia Newkirk  
Agenda Item No. 6  
Board Action Required: No

## **HOME AND COMMUNITY CARE BLOCK GRANT FUNDING RECOMMENDATIONS**

Georgia Newkirk, Chair of the Craven Aging Planning Board (CAPB), will present the recommended Home and Community Care Block Grant budget for FY 2011-2012.

**Board Action: Receive report for the budget.**

Agenda Date: May 2, 2011  
Presenter: Eddie Games  
Agenda Item No. 7  
Board Action Required: Yes

## **PARK SPONSORSHIP PROGRAM**

Recreation Director, Eddie Games, will provide an overview of the parks sponsorship program that was established in 1996. Craven County established a Park Development Fund for the specific purpose of assisting in the building of Creekside Park. Specific areas and levels were set for corporations or individuals to donate. Since Creekside Park has now been mostly completed, the sponsorship program has been dormant until now. The Harold Bate Foundation has provided thousands of dollars to the department over the past several years which have been used towards development of Creekside & West Craven Park. They have also provided thousands of dollars to help support local sports leagues and summer programs in Craven County. This past November the Bate Foundation awarded \$25,000 to further develop the football field at West Craven Park. In utilizing the original sponsorship guidelines, this donation of \$25,000 would allow the Bate Foundation to have the field named after them. They, however, have requested to have the field named in honor of past Recreation Director, Jan Parker, who has retired. Another citizen who would like to donate a park bench at the new Latham-Whitehurst Nature Park has approached staff. Although donations are not currently being actively solicited, there is a need to update this program if it is to continue. The Board is requested to 1) review the current sponsorship list which appears as Attachment # 7; 2) consider its applicability to all of the Recreation and Parks sites; 3) determine continuing endorsement of the sponsorship program; and 4) consider honoring the Bate Foundation's request.

**Board Action: Consider approval of program continuation, sponsorship structure and special request.**

Agenda Date: May 2, 2011  
Presenter: Rick Hemphill  
Agenda Item No. 8  
Board Action Required: Yes

## **BUDGET AMENDMENTS**

County Finance Director, Rick Hemphill, will present the following budgets for the Board's approval.

**Amendments:** Elections – NC State Board of Elections through HAVA DHHS grant funds had awarded Craven County \$ 32,767 for the purchase of 31 Four Station Voting Booths. The Commissioners approved acceptance of this grant funding at the March 21, 2011 board meeting. Craven County has now been notified by the NC SBOE that the grant funding has been withdrawn.

Tax Collections – Need to budget additional \$315,000 for Board approved tax refunds and tax billing through fiscal year end. Increase primarily due to refunds owed for exempt property located on-board MCAS Cherry Point.

**Board Action: A roll call vote to approve budget amendments**

Agenda Date: May 2, 2011  
Presenter: Ronnie Antry  
Agenda Item No. 9  
Board Action Required: Yes

### **TAX RELEASES AND REFUNDS**

County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #9 for the Board's approval.

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

Agenda Date: May 2, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 10  
Board Action Required: Yes

## APPOINTMENTS

### A. CRIMINAL JUSTICE ADVISORY BOARD

The Board still needs to consider appointments to the Criminal Justice Advisory Board which have been deferred for several meetings.

### B. CRAVEN AGING PLANNING BOARD

The Board was advised at its last meeting that the term of Sylvia Gaskins would expire in May. Ms. Gaskins was initially appointed in 1997 as a caregiver/client representative. She is willing to continue serving, if the Board wishes. The Craven Aging Planning Board would support her reappointment.

### C. CAROLINA EAST MEDICAL CENTER

At the last meeting the Board was advised of the impending expiration of several terms. The statute which governs appointments are made by the Chairman from among nominees submitted by the hospital board; however, input from the other Commissioners has traditionally been sought. Attachment #10.C. is the list of nominees that has been submitted by the hospital board.

**Board Action: The Board will need to make all necessary appointments.**

Agenda Date: May 2, 2011  
Presenter: Jim Hicks  
Agenda Item No. 11  
Board Action Required: No

## **COUNTY ATTORNEY'S REPORT**

As a part of the decennial census process, local governmental boards that are elected by districts must redistrict if the population of its districts are disproportional when compared to each other. This is due to the US Constitution's requirement of "one person – one vote."

The 2010 census data clearly indicates that Craven County will have to redistrict prior to the opening of the filing period for the next election of County Commissioners. Further, as Craven County is subject to the pre-clearance requirements of Section 5 of the US Voting Rights Act, these new districts will also have to be pre-cleared by the US Department of Justice (DOJ) before they can be implemented.

While Craven County Commissioners are not elected again until 2014, I recommend that the Board commence redistricting sooner rather than later. The process itself can be lengthy, and additional delays in final implementation can be anticipated due to the required review and approval by the DOJ.

Attached for your information is a proposal from the Raleigh law firm of Tharrington Smith, which represented Craven County in its redistricting after the 1990 and 2000 census. (Attachment #11)

**Board Action: Receive and consider information**

Agenda Date: May 2, 2011  
Presenter: Harold Blizzard  
Agenda Item No. 12

## **COUNTY MANAGER'S REPORT**

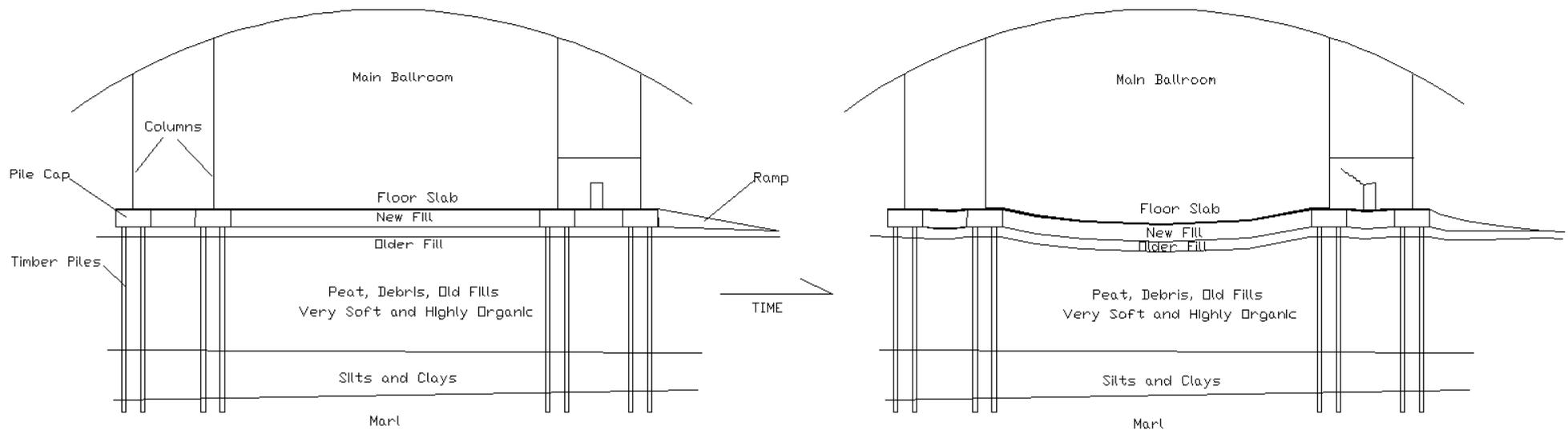
Agenda Date: May 2, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 13

## **COMMISSIONERS' REPORTS**

Agenda Date: May 2, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. W/S #1

### **CLOSED SESSION**

The Board will be asked to go into closed session to discuss potential agreement regarding water resources.



## Craven County Convention Center – New Bern, North Carolina Settlement and Repair Alternatives

### Description of the Problem:

The floor slab of the Convention Center has experienced about 4 inches of differential settlement between the perimeter and columns, which are supported on timber piles, and the areas of the building with slab-on-fill floor slabs since the building was constructed in 1999. The greatest settlement has occurred near the center of the ballroom. Based on measurements taken over the past few years the settlement is on-going.

The place where the convention center is today located was a tidal marsh along the banks of the Trent River. Aerial photographs from 1939 show docks and waterways occupying part of the area where the building was built. Borings revealed that soft highly organic marsh soils extended to a depth of about 24 below the floor. Below this soft layer stiffer soils extend to the surface of the limestone marl at a depth of about 33 feet. The site was filled during the redevelopment of the riverfront in the early 1980's to create a level area with a bulkhead along the river. The fill that was used both at that time and earlier included the remains of structures along the waterfront, debris, wood, and soil. The fill was not of the quality or compacted in a manner suitable to support a building.

In 1999 for the Convention Center timber piles were driven to the marl and an additional 4 to 5 feet of fill was added to the site to raise the grade in the footprint of the building to support the floor slab. This fill was good quality material and was compacted.

The weight of this new fill and the floor slab began to squeeze the soft soils below the building. Much like a weight placed on top of a sponge. The perimeter and the columns being supported on the piles stayed where they were built, but the floor slab, the patio area by the river, the ramps settled, and steps tilted as the soils were squeezed.

This settlement has damaged the building: The sound proof curtains that divide the ballroom into smaller areas that can be rented out to different functions at the same time no longer seal to the floor. The edges of slabs have tilted up in the foyer area creating potential trip hazards. Cracks have opened in the cinder block walls in the kitchen, stairwell, bathrooms, and utility rooms. Some doors do not open and close properly. The ramp to the main entrance of the building has become irregular. The steps to the river side of the building have separated and dropped away from the building.

## **Repair Alternatives:**

### ***Interior of the convention center***

Install deep foundations under the floor slab so that it will be supported on the same material as the perimeter and columns. Drilled piles would be installed in short sections to reach the marl. Helical piers proved difficult to install on the nearby Sheraton Hotel due to buried debris and obstructions, and are likely not suitable. The piles would be attached to the existing floor slab, or a new floor slab would be constructed. Estimated Costs for drilled micropiles \$450,000 Removal and replacement of floor slab \$500,000 Duration 3 to 4 months complete closure

Pros: Permanent fix.

Cons: Expensive and disruptive to the use of the convention center would require a shutdown of several months.

Compaction grout the soft soils to densify them to a given depth and raise the floor slab to a more level condition. The grout, either fluid cement or urethane (like "Great Stuff" spray insulation), is injected into the ground through pipes driven to the desired depth inserted through holes in the floor. The soils that need to be densified are the soils from a depth of about 5 to 23 feet below the floor slab.

Estimated Costs cement grout \$900,000 urethane grout \$1,100,000 Duration 3 months with closure of the ballroom for up to 1 month

Pros: Less expensive and less disruptive, work could be performed in stages, in areas that are not rented out while events go on in other areas of the building, or between events.

Cons: Less certainty that future settlement will not occur.

Pressure grout, also referred to as slab jacking or mud jacking, the existing floor slab to restore it to a more level condition. Pressure grouting involves injecting either fluid cement or urethane directly below the slab to lift the slab.

Estimated Costs cement grout \$75,000 urethane grout \$140,000 Duration 1 month with partial closure of areas being worked on of up to 1 week

Pros: Least expensive option. Least disruptive to operation of the convention center.

Cons: Does nothing to correct the underlying problems that caused the settlement. Simply relevels the slab at the time it is done. As the soil continues to compress the slab will settle more. Possibly requiring more repairs in the future.

Note: The cost estimates above do not include replacing the carpet which would be required for all repair options.

### ***Exterior of the Convention Center***

Steps and ramps that have settled can be supported at the edges using drilled piles and slabs can be pressure grouted.

Estimated Costs \$80,000 Duration 1 month with one entrance being blocked for up to 1 week

**RESOLUTION  
RECOGNIZING THE TOWN OF RIVER BEND  
FOR ACHIEVING ACCOUNTING EXCELLENCE**

**WHEREAS**, the Town of River Bend was recently awarded the State Treasurer's Government Award for Excellence in Accounting and Financial Management; and

**WHEREAS**, in a spirit of transparency and encouragement of citizen involvement in the budgeting process, the Town's leaders have developed an on-line financial dashboard allowing for the month-by-month display of revenues and expenditures, comparisons to budget and the town's total cash investments; and

**WHEREAS**, this award, in the category of municipalities with a population of 7,500 or less, was earned because of the town's solid and efficient financial operations in addition to the institution of a web-based financial dashboard created by River Bend; and

**WHEREAS**, River Bend was one of only five municipalities statewide that received this recognition.

**NOW, THEREFORE**, the Craven County Board of Commissioners extends its heartiest congratulations on this achievement, and commends the Town of River Bend for its efforts to promote transparent and participatory government.

Adopted this 2<sup>nd</sup> day of May, 2011.

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Steve Tyson, Chairman

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Gwendolyn M. Bryan, Clerk

## PROCLAMATION

**WHEREAS**, Community Action Agencies were created when the Economic Opportunity Act of 1964 was signed into law; and

**WHEREAS**, Community Action Agencies have a 47 year history of promoting self-sufficiency for citizens of limited income; and

**WHEREAS**, Community Action Agencies have made an essential contribution to individuals and families in Craven County by providing them with cost-effective programs; and

**WHEREAS**, Community Action Agencies are needed as major participants in the reform of the welfare system as we know it; and

**WHEREAS**, welfare reform in North Carolina has benefited from the state's partnership with Community Action Agencies; and

**WHEREAS**, the low-income members of our communities continue to need opportunities to improve their lives and their living conditions, thus ensuring that all citizens are able to live in dignity; and

**WHEREAS**, North Carolina and the entire United States must continue to wage war on poverty by providing support and opportunities for all citizens in need of assistance;

**NOW, THEREFORE**, the Craven County Board of Commissioners does hereby proclaim May 2011 as

### COMMUNITY ACTION MONTH

in **CRAVEN COUNTY** in recognition of the hard work and dedication of Coastal Community Action, Inc.

Adopted on this 2<sup>nd</sup> day of May 2011.

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Steve Tyson, Chairman  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board

## COMMUNITY ACTION MONTH

May 2011

### Quick Facts About Coastal Community Action, Inc.

Carteret Community Action was chartered in 1965, serving only low-income residents in Carteret County. Leon Mann, Jr. served as its first Executive Director.

The name of the agency was changed in 1997 to Coastal Community Action, Inc. to identify the seven-county service areas in Carteret, Craven, Duplin, Jones, Lenoir, Onslow and Pamlico Counties. The agency currently serves eight counties, which includes Pender County.

Since February 2010, Angela M. Bates has served as the Executive Director.

Programs and counties served:

#### Carteret, Craven, Jones, Pamlico

Family Development Services-provides comprehensive services to families for economic self-sufficiency; services include assistance for education, employment, transportation, income management, crisis intervention, and information and referrals for all other services

Head Start/Early Head Start-focuses on kindergarten readiness while promoting the physical, educational, mental and financial well-being of children and their families

Foster Grandparent Volunteers-provides volunteer opportunities for adults aged 55 and over to work with children with special needs 15-40 hours per week in a public or private nonprofit educational environment

#### Carteret, Craven, Jones, Lenoir, Pamlico

Senior Companions Program (SCP)-provides volunteer opportunities for adults aged 55 and older to partner with homebound seniors with disabilities and/or terminal illnesses

#### Carteret, Duplin, Jones, Pender

Single Family Rehabilitation-provides housing assessments and repair assistance for elderly and/or disabled adults with children under the age of six living in the household

### Carteret, Duplin, Onslow

Weatherization-provides insulation to homes (attics, floors, walls, water heaters and pipes) to make homes more energy efficient for low to moderately low-income families

Heating and Air Repair and Replacement Program (HARRP)-replaces blower motors, duct work or entire heating and cooling units if necessary to reduce energy costs for low-income families

Urgent Repair-provides emergency home repairs for low-income elderly, disabled and single parent homeowners and other homeowners with special needs

### Carteret, Craven

Retired Senior and Volunteer Program (RSVP)-provides volunteer opportunities for adults aged 55 and older to utilize their professional skills with a public or private entity

### Carteret

Section 8 HUD Rental Assistance/Voucher Choice-provides subsidized assistance to individuals or families in affordable, safe housing

Section 8 HUD Family Self-Sufficiency-provides assessment and goal-setting to HUD recipients to help them to become self-sufficient

In 2009-2010, CCA accomplished the following:

2,689 families and 3,063 individuals were provided some type of assistance offered at CCA

938 persons over the age of 55 received assistance through CCA in the areas of housing rehabilitation and energy efficiency, volunteer services, crisis payments for utilities, and transportation assistance

941 children participated in educational services for academic readiness through Head Start/Early Head Start initiatives

627 individuals with a disability participated in one or more programs offered at CCA

55 individuals completed either a 2-year or 4-year college degree program as a result of participating in educational assistance programs

292 individuals participated in goal-setting projects for employment readiness and job retention activities; approximately one-third percent (97) maintained employment for more than 90 days, and 13 individuals were promoted and received benefits in their job positions; 35 of these individuals earned an increase in pay, moving them above poverty for their annual household income

124 families moved into safe, affordable housing as a result of rental and housing assistance provided by CCA

359 individuals participated in financial literacy workshops offered by CCA and approximately 20% (72) demonstrated the ability to maintain a monthly budget, reduce their debt and start a savings account

Low-income individuals donated approximately 237,404 hours of volunteer time to CCA

Medical transportation services provided 398 rides to veterans, elderly and disabled individuals, as far as Chapel Hill for medical procedures

654 individuals received crisis intervention assistance to avoid evictions and utility terminations

494 individuals received some type of assistance to receive medical services through CCA programs

CCA staff responded to more than 1700 referrals for information and resources

341 homes were weatherized for energy efficiency and upgraded to meet standard housing codes through Weatherization Assistance, Urgent Repair and Single Family Rehabilitation programs

402 children received backpacks and school supplies through a Back-to-School Distribution through collaborations with Bender-Burkot, Roses of Havelock, Wal-Mart in Morehead City and private donors

Project Christmas Joy at CCA provided toys and clothing to 100 children for Christmas

Food Baskets were provided to 60 families participating in Self-Sufficiency programs for the Thanksgiving Holiday

Through a partnership with Uniforms PRN in New Bern, 225 working individuals received quality, orthopedic shoes for jobs that require long hours of standing

American Recovery and Reinvestment Act (ARRA) Efforts:

497 homes were weatherized for energy efficiency at an average of \$5,272 per unit

42 individuals participated in Foreclosure Prevention Education classes to save their homes

18 families were assisted with an average of \$5,000 to avoid losing their homes due to the threat of foreclosure

Recovery efforts created 35 additional jobs at CCA, with 28 of those jobs being retained at the agency, and five positions transitioned into other jobs with partner agencies

**CRAVEN CREEKSIDE RECREATIONAL PARK  
 CORPORATE SPONSORSHIPS**

Facility

# Amount

Waterfront Area		\$50,000
Restroom/Concession Stand- Soccer	1	\$50,000
Restroom/Concession Stand- Softball	2	\$50,000
Restroom/Concession Stand- Baseball	3	\$50,000
Tennis Court	1	\$20,000
Tennis Court	2	\$20,000
Tennis Court	3	\$20,000
Tennis Court	4	\$20,000
Playground Area		\$25,000
Playground Area		\$10,000
Tot Lot		\$8,000
Swings		\$2,000
Athletic Fields	1	\$25,000
Athletic Fields	2	\$25,000
Athletic Fields	3	\$25,000
Athletic Fields	4	\$25,000
Athletic Fields	5	\$25,000
Athletic Fields	6	\$25,000
Athletic Fields	7	\$25,000
Athletic Fields	8	\$25,000
Athletic Fields	9	\$25,000
Athletic Fields	10	\$25,000
Athletic Fields	11	\$25,000
Athletic Fields	12	\$25,000
Picnic Shelters	6	\$12,000
Bleachers	8	\$1,000
Park Benches	6	\$500

CORPORATE SPONSORSHIPS

1. Craven County will be responsible for recognition of the donor at the site they have sponsored, in accordance with signage throughout the park.
2. All corporate contributions are subject to County Commissioner's approval.

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 05/02/2011

Attachment #9.

TAXPAYER NAME	ACCT#/TICKET#	2011	AMOUNT
DIXON, JOANN CAROL DID NOT OWN 1/1/10-SEE ACCT 1910600	1910600	2010-0090131	628.58
HARVEY, PARISH J & JENNIFER KE DID NOT OWN 1/1/2010	0075324	2011-0090129	69.99
TAYLOR, LEONARD P III BUSINESS CLOSED 1/1/2010	0032235	2010-0050457	7.44
THE SHOE BOUTIQUE DOUBLE LISTED-SEE ACCT 47247	0085275	2010-0050831	65.07
WRIGHT, DINEEN D DID NOT OWN 1/1/2010	0031986	2010-0057707	15.71
	5 -CREDIT MEMO(S)		786.79

## REFUNDS SUBJECT TO BOARD APPROVAL ON 05/02/2011

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
CRAYTON, DEBORAH F ORDERED BY BOARD OF E & R 4-19-2011	0067398 2010-0090546	260.04
DIXON, JOANN CAROL DID NOT OWN 1/1/10 SEE ACCT 1898700	1910600 2010-0014137	80.38
ENGEL, STEVEN M ORDERED BY BOARD OF E & R 4-19-2011	0026979 2010-0097498	131.99
FIRST FLIGHT PHOTOGRAPHY LLC BUSINESS ON BOARD MCAS CHERRY POINT	0078733 2010-0017154	39.67
FIRST FLIGHT PHOTOGRAPHY LLC BUSINESS ON BOARD MCAS CHERRY POINT	0078733 2009-0018745	47.95
MOON UNIT INC BUSINESS ON BOARD MCAS CHERRY POINT	0067667 2006-0090577	330.00
MOON UNIT INC BUSINESS ON BOARD MCAS CHERRY POINT	0067667 2007-0038830	330.00
MULLEN, STEPHEN T SR & ARLEEN ORDERED BY BOARD OF E&R 4/12/2011	0017480 2010-0097216	50.57
T-MOBILE SOUTH LLC BUSINESS ON BOARD MCAS CHERRY POINT	0079353 2010-0050055	1,180.08
T-MOBILE SOUTH LLC BUSINESS ON BOARD MCAS CHERRY POINT	0079353 2009-0054709	271.57
T-MOBILE SOUTH LLC BUSINESS ON BOARD MCAS CHERRY POINT	0079353 2009-0054711	1,424.82
WARJAS, MICHAEL B ORDERED BY BOARD OF E & R 4-19-2011	0065453 2010-0098107	159.16
YAMAHA MOTOR CORPORATION USA BUSINESS ON BOARD MCAS CHERRY POINT	0033909 2009-0063381	563.50
YAMAHA MOTOR CORPORATION USA BUSINESS ON BOARD MCAS CHERRY POINT	0033909 2008-0062284	946.68

## REFUNDS SUBJECT TO BOARD APPROVAL ON 05/02/2011

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
YAMAHA MOTOR CORPORATION USA BUSINESS ON BOARD MCAS CHERRY POINT	0033909 2007-0061683	1,326.69
YAMAHA MOTOR CORPORATION USA BUSINESS ON BOARD MCAS CHERRY POINT	0033909 2006-0059874	1,739.91
YAMAHA MOTOR CORPORATION USA BUSINESS ON BOARD MCAS CHERRY POINT	0081039 2010-0057950	463.56
	17 -REFUND(S)	9,346.57

REC'D APR 25 2011



CarolinaEast  
Medical Center

April 25, 2010

CarolinaEast  
Diagnostic Center

CarolinaEast  
Surgery Center

Mr. J. Steven Tyson, Chairman  
Craven County Board of Commissioners  
406 Craven Street  
New Bern, NC 28560

CarolinaEast  
Primary Care

CarolinaEast  
Rehabilitation  
Hospital

Re: List of Nominees for Reappointment  
Board of Commissioners - CarolinaEast Health System

CarolinaEast  
Heart Center

CarolinaEast  
Urology Center

Dear Commissioner Tyson:

CarolinaEast  
Internal Medicine

In accordance with the provisions of the North Carolina Hospital Authorities Act, the Board of Commissioners of CarolinaEast Health System is submitting the following list of nominees for appointment to the following specified vacancies on the Board of Commissioners of the CarolinaEast Health System:

Crossroads  
Mental Health

CarolinaEast  
Home Care

**Mr. Edward P. Armstrong** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

**Dr. Sydney F. Barnwell** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

**Mr. Robert W. Eaves, Jr.** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

**Mr. Robert A. Ipock** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

**Mr. Lonnie E. Pridgen, Jr.** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

Mr. J. Steve Tyson, Chairman  
Page 2

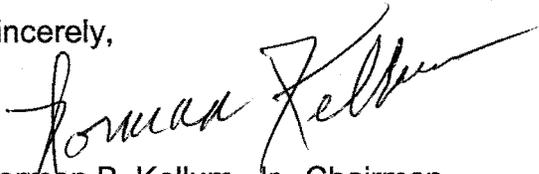
**Mr. Johnnie Sampson, Jr.** – for reappointment to fill the vacancy created by expiration of the term relating to the position currently held by him for a new term from June 1, 2011 through May 31, 2014.

Please provide me with a copy of the certificate of appointment that is filed with the Clerk of the Craven County Board of Commissioners relating to this matter.

Also, please contact Julie Lansdowne (telephone: 633-8121) if you have questions or wish to have further information relating to this matter.

Thank you for your kind cooperation and assistance.

Sincerely,



Norman B. Kellum, Jr., Chairman  
Board of Commissioners  
CarolinaEast Health System

/jl

cc: Ray Leggett III, President/CEO  
Fred Carmichael, Attorney at Law

**MEMORANDUM**

TO: Jimmie B. Hicks, Jr., County Attorney  
Craven County

FROM: Adam S. Mitchell and Deborah R. Stagner

RE: Proposal for Legal Services—Redistricting

DATE: April 26, 2011

We are pleased to respond to your request for a proposal for legal services. The purpose of this memorandum is to describe Tharrington Smith, L.L.P. and to outline the legal services that we can provide in connection with your upcoming redistricting.

**Brief History of Tharrington Smith, L.L.P.**

Tharrington Smith, L.L.P. was founded in 1964 and has enjoyed 46 years of distinction in the practice of law in North Carolina. In addition to election law, our firm's practice areas include education law, family law, criminal defense, business and employment law, and civil litigation. The firm and its individual members have received the highest professional rating in the most recognized national listing of law firms, and several members of the firm are listed in *Best Lawyers In America*. Unlike many top-ranked North Carolina firms, Tharrington Smith, L.L.P. has consciously resisted the trend of mergers, expansions and multiple offices in order to maintain the close relationship among attorneys and clients and the professional atmosphere for which it is known.

**Redistricting and Election Law Practice**

Over the years, our firm has represented counties, school boards, and cities across North Carolina on a variety of redistricting matters. Tharrington Smith, L.L.P. assisted thirty-three local jurisdictions (13 County Boards of Commissioners, 14 City Councils, and 6 Boards of Education) with redistricting following the 2000 census. We are familiar with the legal issues and principles involved in redistricting. We have the technology, including sophisticated mapping software, to identify population shifts and produce alternative redistricting plans to bring the jurisdiction into compliance. We have guided jurisdictions through the preclearance process under Section 5 of the Voting Rights Act. We have experience assisting public entities conduct public hearings. In sum, we have the expertise to offer cost-effective redistricting solutions to clients across the state.

## **Packages and Rates for Redistricting**

For this round of redistricting, we are pleased to offer clients a full package of redistricting services on a flat-fee basis.

### Standard Package

Our standard package includes the following services:

- Unlimited phone and email consultations during plan development
- Development of redistricting plan using Maptitude for Redistricting software, including the creation of up to three alternative plans
- Exporting final plan electronically to County GIS system, County Board of Elections, or other relevant entity, if requested
- Up to two visits to the jurisdiction, which can be used for meeting with the Board and/or conducting a public hearing
- Drafting resolution or ordinance necessary for adoption of new districts
- All necessary work related to submitting the redistricting plan for preclearance under Section 5 of the Voting Rights Act, if applicable

Please note that our standard package does not include any legal defense or litigation related to the creation, adoption, or implementation of redistricting plans.

For your jurisdiction, our fee for the standard redistricting package is **\$12,500**.

### Additional Features

Additional features are billed as described below:

- Creation of alternative plans beyond three
  - \$1,500 per additional plan
- Additional visits
  - If your jurisdiction requires more than two visits from our team, we will bill at an hourly rate of \$250/hour plus mileage.

### **Our Team**

**Adam Mitchell** graduated Magna Cum Laude and Phi Beta Kappa from Duke University in 1998. Prior to attending law school, Mr. Mitchell taught third grade in East Palo Alto, California. During his time in the classroom, he earned a master's degree in Educational Leadership from the University of San Francisco. After teaching for three years, he was elected to the school board as part of a community-wide effort dedicated to improving student achievement and restoring fiscal stability. Mr. Mitchell served a four-year term on the board, and was elected president during his first year in office.

While serving on the school board, Mr. Mitchell entered law school at the University of

California at Berkeley School of Law (Boalt Hall). He graduated in 2007 and was awarded academic prizes in civil procedure and trial advocacy.

Mr. Mitchell's practice is focused on education and election law. In his education law practice, Mr. Mitchell assists school systems across North Carolina with a variety of legal issues. He regularly handles complex personnel matters and investigations. Mr. Mitchell advises clients on matters related to open meetings, public records, policy revisions, special education, school construction, and other matters. He has also handled litigation in both state and federal courts on behalf of school system clients.

Mr. Mitchell has assisted individuals and candidates in a variety of elections matters, including successful election protests and residency challenges. He has also represented a political party in litigation concerning ballot access and has handled a variety of matters under the Voting Rights Act, including seeking preclearance under Section 5. Mr. Mitchell is knowledgeable about redistricting issues and looks forward to working with cities, counties, and school districts on redistricting matters following the 2010 census.

**Contact Adam Mitchell:**

919-821-4711 ext. 230  
[amitchell@tharringtonsmith.com](mailto:amitchell@tharringtonsmith.com)

**Deborah Stagner** is originally from Missouri and received her undergraduate degree in political science from the University of Kansas in 1992. Ms. Stagner attended the University of North Carolina School of Law, where she was a published staff member of the *North Carolina Law Review* and earned her Juris Doctor with Honors in 1997. Prior to joining Tharrington Smith, Ms. Stagner served for three years as a law clerk to Chief Justice Henry E. Frye of the North Carolina Supreme Court.

Ms. Stagner's practice includes education and election law and appeals. She has represented local school boards in a wide range of cases in the state and federal trial courts, in administrative proceedings, and on appeal before both the North Carolina Court of Appeals and the Fourth Circuit Court of Appeals in Richmond, Virginia. Ms. Stagner also regularly assists school system clients on matters involving the Equal Employment Opportunity Commission and the U.S. Department of Education Office for Civil Rights. In addition to litigation, Ms. Stagner's practice includes advising clients on employment matters, policy development, special education issues, student records and discipline, and other matters.

Ms. Stagner advised local government entities across North Carolina on redistricting issues following the 2000 census. She has worked with cities, counties and school boards to develop redistricting plans and to obtain pre-clearance under Section 5 of the Voting Rights Act. Ms. Stagner's election law practice also includes representation of clients before the State and county boards of elections.

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Ms. Stagner is a member of the Education Section of the North Carolina Bar Association and the North Carolina Council of School Attorneys.

**Contact Deborah Stagner:**

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